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2019

## Annual Town Report of Kennebunk Maine 2019

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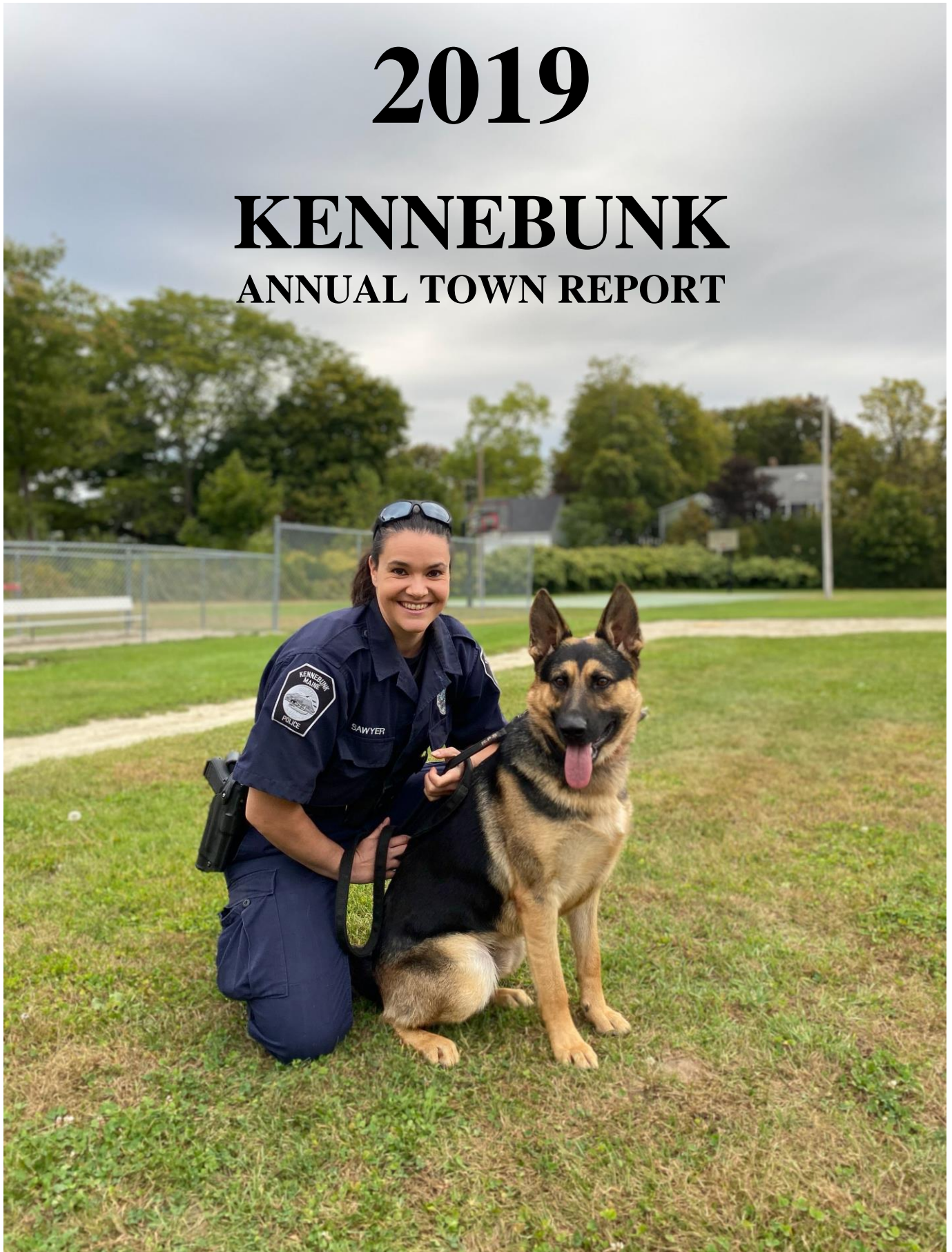
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# 2019

## KENNEBUNK ANNUAL TOWN REPORT



**Cover photograph:**  
***“K-9 Handler Kaitlyn Sawyer and Otto”***  
**Photo courtesy of Rachel Pelkey**

**Back page silhouette:**  
***“Honoring our Country and State”***  
**Photo courtesy of Kathy Nolette**

# **TOWN OF KENNEBUNK**

**YORK COUNTY**

**199<sup>th</sup> ANNUAL REPORT  
JANUARY 1, 2019  
TO DECEMBER 31, 2019**

**Printed on Recycled Paper**





## **IN MEMORIAM**

Communities are shaped by the character and commitment of its residents. This Annual Report is dedicated to those named below. Their many contributions of time, energy and expertise have served to enhance the quality of life we enjoy today.

### **BOYD A. SWENSON**

Date of Death – January 16, 2019

Member of the Tree Committee

### **ALEXANDER DAVIS, JR.**

Date of Death – January 21, 2019

Longtime Member and Chaplain of Kennebunk Fire Rescue

### **DOUGLAS C. GREARSON**

Date of Death – February 3, 2019

Longtime Member of Kennebunk Fire Rescue

### **JOHN D. DICKENS**

Date of Death – February 19, 2019

Served as Superintendent of the Highway Department for 28 years

### **MADELINE N. MARX**

Date of Death – February 27, 2019

Member of the Conservation Commission and Zoning Board of Appeals

### **LEO G. MARTIN**

Date of Death – April 3, 2019

Park Street School Principal

SAD #71 Superintendent of Schools

### **STUART V. FLAVIN, JR.**

Date of Death – August 30, 2019

Member of the Dog Advisory Committee

### **TIMOTHY M. DIETZ**

Date of Death – September 18, 2019

Dedicated many years of volunteer service to Town committees and initiatives

### **THEODORE J. AXELSON, JR.**

Date of Death – November 8, 2019

Member of the Budget Board

### **SUSAN D. LEE**

Date of Death – November 11, 2019

Member of the Lower Village Committee

Volunteered with the VIPS (Volunteer In Police Services)

### **STEPHEN P. SPOFFORD**

Date of Death – November 24, 2019

Town Historian

Member of the Bicentennial Committee

### **LAWRENCE C. BRACKLEY**

Date of Death – December 30, 2019

Served as Interim Town Manager

Member of the Fair Hearing Authority



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**TOWN OFFICIALS  
JANUARY - DECEMBER 2019**

**ELECTED OFFICIALS**

**SELECT BOARD - 3 year term**

L. Blake Baldwin, Chair  
Wayne E. Berry, Vice Chair  
Christopher L. Cluff, Secretary  
Edward Karytko  
Shiloh A. Schulte  
William A. Ward, Jr.  
Frank G. Paul  
Richard A. Morin (term ended in June)

**ELECTION DATE**

June 2019-2022  
June 2018-2021  
June 2017-2020  
June 2018-2021  
June 2018-2021  
June 2017-2020  
June 2019-2022  
June 2016-2019

**DIRECTORS (representing Kennebunk) - 3 year term**

**MAINE REGIONAL SCHOOL UNIT #21**

Michael E. Mosher  
Tanya Alsberg  
Rachel M. Phipps  
Kendra Connor  
Amanda L. Oelschlegel  
Timothy J. Stentiford  
Emily Kahn (term ended in June)  
Matthew R. Fadiman (term ended in June)

June 2018-2021  
June 2017-2020  
June 2017-2020  
June 2018-2021  
June 2019-2022  
June 2019-2022  
June 2016-2019  
June 2016-2019

**TRUSTEE (representing Kennebunk) - 3 year term**

**KENNEBUNK, KENNEBUNKPORT AND WELLS WATER DISTRICT**

Robert A. Emmons, President

June 2017-2020

**TRUSTEES - KENNEBUNK LIGHT & POWER DISTRICT - 5 year term**

David W. Cluff, President  
Robert A. Emmons, Vice President  
Daniel Bartilucci, Clerk  
Bradley Scott Ducharme  
Jonathan Kilbourn (resigned in Nov.)  
Beverly Freudenreich (appointed in Nov. to fill Kilbourn's term through June 2020)

June 2019-2024  
June 2015-2020  
June 2016-2021  
June 2017-2022  
June 2018-2023  
Nov. 2019-2020

**TRUSTEES - KENNEBUNK SEWER DISTRICT - 3 year term**

John E. Price, III, Chair  
Mark K. Allenwood, Vice Chair  
Wayne A. Brockway, Treasurer  
James A. Oppert, Clerk  
Arnold H. Reim

June 2017-2020  
June 2018-2021  
June 2019-2022  
June 2018-2021  
June 2019-2022

## STATE SENATOR (District 34)

Robert Foley (R-York)

**Home Address:**

57 Shady Lane  
Wells, ME 04090  
Phone: 646-2409 (home)  
590-2144 (cell)

**Capitol Address:**

Senate Chamber  
3 State House Station  
Augusta, ME 04333-0003  
Phone: 287-1505 (voice)  
287-1527 (fax)  
TTY - use Maine Relay 711

Toll-Free Message Center: 1-800-423-6900

Website: [www.legislature.maine.gov/District-34](http://www.legislature.maine.gov/District-34)

Email: [robert.foley@legislature.maine.gov](mailto:robert.foley@legislature.maine.gov)

## REPRESENTATIVE TO THE STATE LEGISLATURE (District 8)

Christopher W. Babbidge, State Representative (D-Kennebunk)

**Home Address:**

84 Stratford Place  
Kennebunk, ME 04043  
Phone: 985-3332 (home)  
229-4064 (cell)

**Capitol Address:**

House of Representatives  
2 State House Station  
Augusta, ME 04333-0002  
Phone: 287-1430 (voice)  
287-8338 (fax)  
TTY - use Maine Relay 711

Toll-Free Message Center: 1-800-423-2900

Website [www.legislature.maine.gov/housedems/babbidgec/index.html](http://www.legislature.maine.gov/housedems/babbidgec/index.html)

E-mail: [christopher.babbidge@legislature.maine.gov](mailto:christopher.babbidge@legislature.maine.gov)

## REPRESENTATIVE TO THE STATE LEGISLATURE (District 9)

Diane M. Denk, State Representative (D-Kennebunk)

**Mailing Address:**

32 River's Edge Drive  
Kennebunk, ME 04043  
Phone: 604-0838 (cell)

**Capitol Address:**

House of Representatives  
2 State House Station  
Augusta, ME 04333-0002  
Phone: 287-1440 (voice)  
287-8338 (fax)  
TTY - use Maine Relay 711

Toll-Free Message Center: 1-800-423-2900

Website: [www.legislature.maine.gov/legis/housedems/denkd/index.html](http://www.legislature.maine.gov/legis/housedems/denkd/index.html)

E-mail: [diane.denk@legislature.maine.gov](mailto:diane.denk@legislature.maine.gov)

## **MUNICIPAL OFFICIALS**

### **TOWN MANAGER'S OFFICE**

Michael W. Pardue, Town Manager  
Kathleen A. Nolette, Administrative Assistant

### **COMMUNITY DEVELOPMENT DIVISION**

Christopher J. Osterrieder, P.E., Town Engineer & Director

*Community Development, Planning, Engineering, Code Enforcement, Plumbing, Electrical*

Paul A. Demers, Code Enforcement Officer/Plumbing Inspector

Brian G. Paul, Assistant Code Enforcement Officer/Alternate Plumbing Inspector

John C. Stoll, Town Planner

Karen A. Winton, Community Engagement/Social Services Manager

Beverly B. Staples, Administrative Assistant (retired in Dec. after 15 years of service to the Town)

Jill M. Pyburn, Administrative Assistant (part-time)

James H. Nichols, Chief Electrical Inspector (part-time)

William J. Clark, Alternate Electrical Inspector (part-time)

Marc D. Lamontagne, Alternate Electrical Inspector (part-time)

### **FINANCE DIVISION**

Joel E. Downs, Finance Director, Treasurer, Tax Collector

*Finance, Tax Collector's Office*

Kris M. Fogg, Office Manager

Deborah A. Johnson, Deputy Tax Collector (retired in Jan. after 24 years of service to the Town)

Lynda M. Lightbody, Deputy Tax Collector

Jenny R. Casey, Deputy Tax Collector

Tabetha D. Barden, Deputy Tax Collector (part-time)

Jeanne L. Brooks, Payroll/AP Specialist (retired in Mar. after 32 years of service to the Town)

April M. Jones, Payroll/AP Specialist

Ruby-Ann M. Nugent, Payroll/AP Specialist (Apr. – July)

*Information Services*

Richard P. Boucher, Director

John B. Fallon, IT System Support Specialist

### **FIRE RESCUE DIVISION**

*Command Staff*

Jeffrey H. Rowe, Chief

John D. Brady, EMS Division Chief

*Fire/Rescue Personnel*

William Van Deinse, District Chief (Central Station)

Justin G. Cooper, District Chief (West Kennebunk Station)

Christopher W. Paré, District Chief (Washington Hose Station)

Jay D. Byron, Captain

Barry V. Jones, Captain

Nathan C. Howe, Captain

Frank P. Lee, Captain

Christopher D. Boynton, Firefighter/Paramedic

David H. Champagne, Firefighter/Paramedic

Joshua J. Grzyb, Firefighter/Paramedic

Heather L. Valliere, Firefighter/Paramedic

Karen M. Wheeler, Administrative Assistant/American Heart Assn. Training Center Coordinator

Lynne A. Meadows, Administrative Clerk

*Emergency Management Agency (Civil Emergency Preparedness)*  
Chief Jeffrey H. Rowe, Director

*Health Officer*  
John D. Brady, Director  
Paul A. Demers, Assistant

#### **GENERAL ASSISTANCE / SOCIAL SERVICES**

Karen A. Winton, Administrator  
Michael W. Pardue, Administrator  
Joel E. Downs, Administrator  
Kris M. Fogg, Administrator

#### **HUMAN RESOURCES DEPARTMENT**

Jeri L. Sheldon, Director  
Kailey J. Dubuque, HR Generalist (part-time)

#### **PARKS & RECREATION DEPARTMENT**

Tasha L. Pinkham, Director  
Tammy L. Legere, Assistant Director  
Daniel B. Peacock, Program Coordinator  
Ryan J. French, Program Coordinator  
Kyle P. Barrett, Program Coordinator  
Whitney A. Sabelawski, Administrative Assistant  
Linda L. Johnson, Events Coordinator (part-time)

#### **POLICE DIVISION**

*Command Staff*  
Robert F. MacKenzie, Chief  
Michael F. Nugent, Deputy Chief  
Eric A. O'Brien, Lieutenant

*Supervisors*  
Andrew J. Belisle, Sergeant  
Anthony J. Clukey, Sergeant  
Darrell P. Eaton, Sergeant  
Christopher M. Russell, Sergeant

*Patrol Officers*  
Mark C. Carney, School Resource Officer  
Audra L. Higgins, School Resource Officer  
Jason M. McClure, School Resource Officer  
Juliet M. Angis  
Michael E. Tucci  
Matthew A. Harrington  
Thomas G. Arnold  
Stephen M. Borst, Detective  
Kaitlyn C. Sawyer, K-9 Handler  
Brian A. Cashman  
Scott D. Hendrick  
Justin B. Titcomb, Traffic Safety Officer  
Michael T. Raymond  
Christopher D. Carney  
Kevin M. Schoff

Candice L. Simeoni, Elder Crime & Community Relations Officer  
Ashley N. Desrochers

*Animal Control*

Rebecca S. Parker, Animal Control Officer

*Police Personnel*

Michael L. Fagerson, Administrative Assistant

Courtney L. Downs, Administrative Assistant (moved from part-time to full-time in July)

Christopher M. Russell, Constable

Michael E. Tucci, Constable

Eric A. O'Brien, Constable

*Harbormaster*

James H. Black

**PUBLIC SERVICES DIVISION**

Bryan H. Laverriere, Director

*Public Works/Parks*

Robert A. Stone, Operations Manager

Chase D. Stone, Working Supervisor

David H. Boyd, Facilities Maintenance and Parks Supervisor

Kimberly A. Carter, Administrative Assistant (part-time)

Zackary J. Silke, Mechanic

Christopher J. Gorham, Mechanic

Steven N. Leach, Mechanic (Jan. – June)

Kevin J. Renk, Equipment Operator

Douglas A. Holbrook, Equipment Operator

Anthony M. Saracina, Equipment Operator

Ryan N. Lessard, Equipment Operator

David B. Dewitt, Truck Driver

Barry M. Flint, Truck Driver

Nathanael J. Jackson, Truck Driver

Marshall B. Wilson, Truck Driver

Spencer S. Stone, Laborer

Shawn A. Minotti, Laborer

**TAX ASSESSOR'S OFFICE**

Daniel J. Robinson, CMA 4, Assessor

Megan B. Verlander, CMA, Assistant Assessor

Carol A. Doucette, Administrative Assistant

**TOWN CLERK'S OFFICE**

Merton T. Brown, Jr., Town Clerk

Carrie M. Weeman, Deputy Town Clerk

Tabetha D. Barden, Assistant Town Clerk (part-time)

**TOWN HISTORIAN** – Stephen P. Spofford (Jan. – Nov.)

**TREE WARDEN** – Wayne C. Cutting

## **BOARDS, COMMITTEES AND COMMISSIONS**

### **AFFORDABLE HOUSING COMMITTEE**

Jennifer Gordon, Chair  
Brian T. Hutchins  
Frank G. Paul, Select Board Liaison  
William A. Ward, Jr., Select Board Liaison (Jan. – June)

### **BICENTENNIAL COMMITTEE**

Kathy Ostrander Roberts, Chair  
Elizabeth MacDonald  
Angus Macaulay  
Lori Parkinson  
Edward Trainer  
J. Steve Hrehovcik  
Conrad Berdeen, Alternate  
Dana Pearson, Alternate  
Stephen Spofford (Jan. – Nov.)  
Merton Brown, Staff Representative, Ex-Officio  
Linda Johnson, Staff Representative, Ex-Officio  
Laura Dolce, Chamber Representative, Ex-Officio  
Cynthia Walker, Brick Store Museum Representative, Ex-Officio  
L. Blake Baldwin, Select Board Liaison  
Christopher L. Cluff, Select Board Liaison

### **BOARD OF ASSESSMENT REVIEW**

Richard B. Smith, Chair  
Dudley Tyson  
Peter D. Brewitt  
Melvin Uchenick (Jan. – Mar.)

### **BUDGET BOARD**

Thomas Wellman, Chair  
Peter D. Brewitt  
John Costin  
Donald C. Burnham  
Deborah A. Beal  
Sarah Sullivan  
Richard A. Morin  
Thomas Wiggins (Jan. – June)  
William A. Ward, Jr., Select Board Liaison

### **COMMITTEE ON AGING**

Edward Trainer, Chair  
Donna Curtis-Binette  
Marti Hess-Pomber  
Judith Metcalf  
Susan Aubuchon  
Molly Hoadley  
Linda Sentner  
S. Sassy Smallman (Jan. – Sept.)  
Pat Schwebler (Jan. – June)  
Bevan Davies (Jan. – Mar.)

Karen Winton, General Assistance Representative, Ex-Officio  
John Stoll, Town Planner Representative, Ex-Officio  
Sgt. Darrell Eaton, Police Department Representative, Ex-Officio  
Alaina LeBlanc Tridente, Chamber of Commerce Representative, Ex-Officio  
L. Blake Baldwin, Select Board Liaison

#### **COMMUNITY GARDEN COMMITTEE**

Leslie Lindgren, Chair  
Mary Elizabeth Baker  
Sarah Downs  
Joseph Favreau  
Barbara Rummeler  
Steven Doughty  
Dominic Cacciola  
Rona Klein  
Sandra P. Tillman  
Richard Coots, Alternate  
Cynthia Graves  
Michelle Ruth (Jan. – Oct.)  
L. Blake Baldwin, Select Board Liaison

#### **COMPREHENSIVE PLAN & ZONING ORDINANCE UPDATE COMMITTEE**

Robert Metcalf, Planning Board Representative, Chair  
Christopher Osterrieder, Community Development Director  
John Stoll, Town Planner  
Robert Georgitis, Economic Development Committee Representative  
Nicholas Branchina, Conservation Commission Representative  
Elizabeth Smith, Lower Village Committee Representative  
Barbara Fleshman, Historic Preservation Commission Representative  
Edward Trainer, Resident Representative  
Janice Vance, Community Representative  
Edward Karytko, Select Board Liaison

#### **CONSERVATION COMMISSION**

Jennifer Shack, Co-Chair  
Grace Cain, Co-Chair  
Nicholas Branchina  
Todd Bridgeo  
Shiloh A. Schulte, Select Board Liaison

#### **DOG ADVISORY COMMITTEE**

Alice Ferran, Chair  
Cathy Connors  
Ellen Fagan  
Robin Levangie  
Susan Hennessey  
Polly Hoffman  
Linda Miller Cleary  
Dianne Trachimowicz  
Gabriela Rodriguez  
Caren Lederer  
Patricia Seamans  
Rebecca Parker, Animal Control Officer, Ex-Officio



Sgt. Andrew Belisle, Police Department Representative, Ex-Officio  
William A. Ward, Jr., Select Board Liaison  
Richard A. Morin, Select Board Liaison (Jan. – June)

#### **ECONOMIC DEVELOPMENT COMMITTEE**

June Huston, Chair  
Robert Georgitis  
Gary A. Dugas  
Rachel M. Phipps  
Jonathan Johnson  
Maureen Flaherty  
Justin Young  
J. Steve Hrehovcik (Jan. – Nov.)  
Miriam Whitehouse (Jan. – Oct.)  
Laura Dolce, Chamber of Commerce Representative, Ex-Officio  
Steve Cox, Kennebunk, Kennebunkport & Wells Water District Representative, Ex-Officio  
Todd Shea, Kennebunk Light & Power District Representative, Ex-Officio  
Michael Bolduc, Kennebunk Sewer District Representative, Ex-Officio  
Christopher L. Cluff, Select Board Liaison

#### **ENERGY EFFICIENCY ADVISORY COMMITTEE**

Sharon Staz, Chair  
Anthony A. Dater  
David Sluyter  
Scott Negley  
Nicholas Bartenhagen  
Margaret Bartenhagen  
Bevan Davies (Jan. – Mar.)  
Todd Shea, Kennebunk Light & Power District Representative, Ex-Officio  
Edward Karytko, Select Board Liaison

#### **FAIR HEARING AUTHORITY**

Estelle W. Wellman  
Brenda S. Robinson

#### **HISTORIC PRESERVATION COMMISSION**

Frances B. Smith, Chair  
Judee Anne Jaudreau  
Barbara Fleshman  
Paul Bevacqua  
Maria Kyriakides  
Patrick Orr (Jan. – Nov.)  
Maureen P. Raiter (Jan. – July)  
Frank G. Paul, Select Board Liaison  
Richard A. Morin, Select Board Liaison (Jan. – June)

#### **KENNEBUNK RIVER COMMITTEE (Representing Kennebunk)**

Richard M. Roberts, Jr., Chair  
Jack Jensen  
Charles Barker  
Reinier Nieuwkerk, Alternate  
Robert Danzilo, Non-Resident Joint Member w/ Kennebunkport  
Shiloh A. Schulte, Select Board Liaison

**LOWER VILLAGE COMMITTEE**

Elizabeth Smith, Chair  
Miriam Whitehouse  
Theresa Willette  
Patricia Foley  
Laura Dolce  
Nina E. Spencer  
Richard Taranto  
Patti Sass Perry, Alternate  
Alex Gramling, Alternate  
Nichole Myers, Alternate (Jan. – Apr.)  
Frank G. Paul, Select Board Liaison  
Wayne E. Berry, Select Board Liaison (Jan. – June)

**PARKS & RECREATION COMMITTEE**

Jonathan Whitehouse  
Eddie St. John  
John Hackett  
Tyler J. Stewart, Chair (Jan. – Sept.)  
Jacqueline Hawkins (Jan. – Sept.)  
Shiloh A. Schulte, Select Board Liaison

**PLANNING BOARD**

Chris MacClinchy, Chair  
Robert B. Metcalf  
Richard B. Smith  
David C. Smith  
Janice Vance  
Edward Trainer, Alternate  
William A. Ward, Jr., Select Board Liaison

**SHELLFISH COMMITTEE**

Jonathan LeBarge

**SITE PLAN REVIEW BOARD**

Gary A. Dugas, Chair  
Jeanne C. Dunn  
Brenda S. Robinson  
Paul Jackson  
Christopher Carroll  
Albert Kolff, Alternate  
Matthew W. Fagginger-Auer (Jan. – June)  
Wayne E. Berry, Select Board Liaison

**SKATE PARK AD-HOC COMMITTEE (dissolved in September)**

James Trentalange, Skate Member  
Marc Barron, Resident Member  
Chris Puffer, Resident Member  
Karen Beaudoin, Resident Member  
Christine Burgess, Resident Member  
Will Hallee, Skate Member/Youth Member  
Joseph Peterson, Alternate Member

Tasha Pinkham, Parks & Recreation Department Representative, Ex-Officio  
Lt. Eric O'Brien, Police Department Representative, Ex-Officio  
Shiloh A. Schulte, Select Board Liaison

#### **TREASURE CHEST MONITORING COMMITTEE**

Roger W. Ellenberger  
Susan Flynn  
Helen L. Newton  
J. Jennifer Babiec  
Bryan Laverriere, Director of Public Services, Ex-Officio  
Edward Karytko, Select Board Liaison

#### **TREE COMMITTEE**

Wayne C. Cutting, Chair and Tree Warden  
Paul B. Cotton  
Patricia Kinkade  
Robert Palmer  
L. Blake Baldwin, Select Board Liaison

#### **WATERHOUSE CENTER ADVISORY COMMITTEE**

Michael W. Pardue, Town Manager  
Paige Hill, Board Member (Waterhouse Youth Endowment Fund)  
Tasha Pinkham, Parks & Recreation Director  
Linda Johnson, Downtown Committee Representative  
Eddie St. John, Parks & Recreation Committee Representative

#### **WEST KENNEBUNK VILLAGE COMMITTEE**

Barbara Weeman, Chair  
Brenda L. Spulick  
Raymond Ingalls  
Kimberly Patric  
Peter Donaher  
Dana Ingham  
Sarah Snow  
Edward Karytko, Select Board Liaison

#### **ZONING BOARD OF APPEALS**

William Macdonald, Chair  
Steve Passerman  
Douglas Gallagher  
Leah B. Rachin  
James Atwood  
Stephen Sayers, Alternate  
Susan Mosher, Alternate (Jan. – June)

## **REPORT OF THE SELECT BOARD**

Following in the footsteps of our former Board Chair Richard Morin, it is a great honor for me to summarize the year 2019 for the Annual Report.

Perhaps most significantly, after almost two hundred years, the Board of Selectmen was renamed the Select Board. This action was taken by unanimous vote of the Select Board members in recognition of the fact that leadership is not based on gender and with the hope of encouraging greater diversity on the Board.

The generosity of our community never ceases to amaze, as the Town was the beneficiary of many charitable donations from its residents and businesses. In some cases, they were made to the general fund. However, others were earmarked for specific uses such as the purchase of fire equipment, police safety equipment, trees, beach wheelchairs, and many more.

We bid a sad farewell to the allee of Norway maple trees planted almost 100 years ago by George and Henry Parsons along Parsons Beach Road. The good news is we expect a new allee to be planted next year. Although few of us will live to see the magnificence of those new trees, we should rejoice in the perpetuation of the Parsons' vision for future generations to enjoy.

Several new ordinances were passed by the voters, including one entitled "Ordinance Prohibiting the Release and Display of Balloons." This ordinance was spearheaded by Will Jones, who worked tirelessly to bring this to fruition.

We negotiated, and the voters approved, the purchase of the Waterhouse property located at 15 Portland Road. This is one of the last remaining large parcels of land in the downtown area and the land is being evaluated for future municipal needs.

Work towards the upcoming Bicentennial celebration picked up pace as the year drew to a close. Significantly, the Town supported several phases of an archeological survey of the freed enslaved-people's settlement site. The site was prized by the Maine State Archeologists for being previously undisturbed. The goal of the project is to achieve historic designation status in the near future.

We continued to catch up on deferred infrastructure improvements, as several streets were rehabilitated or entirely rebuilt. Notable achievements included Summer Street and Dane Street.

There were innumerable contributions made throughout 2019, including Chief Mackenzie's ongoing work on the opioid epidemic, the Lower Village Committee and Energy Efficiency Advisory Committee's Electric Vehicle (EV) charging station proposal, the creation of new trails in Upper Square through the efforts of Friends of Hope Woods, the onboarding of our K-9 team of Officer Sawyer and her partner Otto, and so many more.

As always, the cycle of life for the residents of Kennebunk is busy but fulfilling. We start the year coping with winter, and then emerge in the spring, summer, and fall to the work of making our Town safe, cohesive, prosperous, and happy.

In closing, I would like to thank our Town Manager, Mike Pardue, and his talented and dedicated staff for making all of this possible. Thanks also to my colleagues on the Board for their willingness to accept responsibility for serving the Town. Most of all, thank you to the residents of Kennebunk; without you none of this would have happened.

Respectfully submitted,

L. Blake Baldwin  
**Chair**

## **REPORT OF THE TOWN MANAGER**

It is my continued honor to serve as Kennebunk's Town Manager. I consider each day I serve in this capacity to be a privilege. Through my work as Town Manager, I am able to share the passion I have for Kennebunk with my work colleagues, my community friends and neighbors and those that visit this great Town. As a long-time resident of Kennebunk, it is very satisfying and enjoyable to dedicate my everyday efforts to my hometown; as I strive to help shape Kennebunk to be the place where people want to live, work, play and visit.

The position of Town Manager can, at times, be complex. The Town Manager serves as the Chief Administrative Officer of the Town. With that comes the responsibility of overseeing the overall operation and management of all municipal departments and employees, as well as the implementation of all policy decisions made by the Select Board.

Fiscal responsibility is another significant and constant focus of the Office of Town Manager. This is also the primary focus of the Town's Finance Director, Joel Downs. Each year, over the course of several months, Joel and I work closely with the various Division Directors, the Select Board and the Budget Board to develop an annual operating budget for the upcoming fiscal year. The proposed annual operating budget is closely vetted between January and March of each year, before advancing to the voters in June.

Along with the annual operating budget, the Town Manager, Finance Director, Select Board, Budget Board and Division Directors are also responsible for the development of a multi-year capital plan for the repair and replacement of major items such as buildings, vehicles, equipment, roads, sidewalks, and various other types of infrastructure. The purpose of the capital program is to establish a pragmatic approach to fund major purchases, and to schedule these purchases in a manner designed to minimize drastic fluctuations to the tax rate that could occur if capital purchases vary widely from year to year. It's very encouraging to note that through strong fiscal management, the Town's capital program is generally able to successfully insulate the tax rate from wide swings from year to year.

The year 2019 provided for numerous challenges, projects, changes and advancements which allowed for enhanced service levels and improvements to our infrastructure. A few of the higher profile 2019 topics included:

- The purchase of 15 Portland Road for future municipal needs.
- The advancement of the design/renovation of the public services facility at 36 Sea Road.
- The continued advancement of the draft Comprehensive Plan.
- The adoption of an ordinance entitled, "Ordinance Prohibiting the Release and Display of Balloons."
- The Parsons Beach tree removal and replacement program.
- The ongoing efforts of the Bicentennial Committee in preparation of Kennebunk's 200<sup>th</sup> anniversary celebration.
- The advancement of the Hope Woods Conservation Initiative Campaign.
- The advancement of a number of road design and road paving projects.

During 2019, there were numerous personnel changes among our Town workforce to include:

### **RETIREMENTS/RESIGNATIONS**

- Deb Johnson (24 yrs.) Deputy Tax Collector/Finance
- Jeanne Brooks (32 yrs.) Payroll/AP Specialist/Finance
- Beverly Staples (15 yrs.) Administrative Assistant/Community Development
- Stephen N. Leach (5 yrs.) Mechanic/Public Services

### **NEW HIRES**

#### **January**

- April Jones Deputy Tax Collector Finance

#### **February**

- Kimberly Carter PT Administrative Assistant Public Services
- Spencer Stone Laborer Public Services

#### **March**

- Candice Simeoni Police Officer Police

#### **April**

- Ruby-Ann Nugent Payroll/AP Specialist Finance
- Ashley Desrochers Police Officer Police
- Shawn Minotti Laborer Public Services

#### **September**

- Christopher Gorham Mechanic Public Services
- Kailey Dubuque PT HR Generalist Human Resources

#### **October**

- Nathanael Jackson Truck Driver Public Services
- Jill Pyburn PT Admin Assistant Community Development

#### **November**

- Jenny Casey Deputy Tax Collector Finance

As I reflect on 2019, I am reminded of the many awards and recognitions bestowed upon the great staff and volunteers that serve Kennebunk. Those include:

- Kennebunk Police Department Officer Kaitlyn Sawyer was appointed the Department's K-9 Officer. Officer Sawyer and her new partner "Otto" began what we hope will be a long career together.
- Firefighter Julian Felvinci received the Fire Rescue Department's "Firefighter of the Year" award.
- Fire Captain Michael Casey was awarded the Fire Rescue Department's "Officer of the Year" award.
- Chief Jay Everett was awarded the Fire Rescue Department's "Chiefs Award."
- The Town continued to foster its growing relationship with the University of New England and the internships and volunteer opportunities that have evolved from this partnership.

- Chief of Police Robert MacKenzie received the “Outstanding Contribution to Law Enforcement” award from the Maine Chiefs of Police Association in recognition of “his stellar and unrelenting leadership in the field of substance use disorder in our communities.” Chief MacKenzie was also profiled in the Rotary International publication, *The Rotarian*, for his work on reducing the stigma associated with opioid use.
- The Town of Kennebunk was again awarded the Department of Labor SHAPE Award. This award serves to recognize public sector employers who maintain an exemplary safety and health management system. This award is a credit to all Town employees.
- The Town of Kennebunk was recognized as a 2019 Main Street America Affiliate. Main Street America recognizes participating communities as having a proven track record for celebrating community character, preserving local history, and generating impressive economic returns.
- The Town of Kennebunk continued to be recognized by the American Association of Retired Persons as an “Age-Friendly” community.
- The Town of Kennebunk continued to be recognized as “Business-Friendly” due in great part to the work of the Town’s Community Development Office.
- The Town of Kennebunk continued to be recognized as one of the “Safest Towns in Maine.” This designation is the result of the superior work of the dedicated employees that serve this great community. Being one of the safest community in Maine, which is one of the safest states in the nation, is a great honor.

It is easy to glean from the above few highlights that Kennebunk is the benefactor of the knowledge, skills and abilities provided by our many great personnel, to include our dedicated volunteers and board and committee members. All of these people are committed to having Kennebunk continually be recognized as a leader among all Maine municipalities. The countless hours of hard work they provide to the Town serves as the backbone to our continued success. I am appreciative of all they do and of their strong and unwavering support.

In closing, I thank the Select Board and the citizens of Kennebunk for their support of the municipal departments and employees of the Town of Kennebunk. I look forward to an exciting 2020. Please know I am here for you and will do my very best to assist you. I wish you all the best in the coming year.

Respectfully submitted,

Michael W. Pardue  
**Town Manager**



**“Chief MacKenzie addresses an audience at the York County Senior College about Opioid Use”**

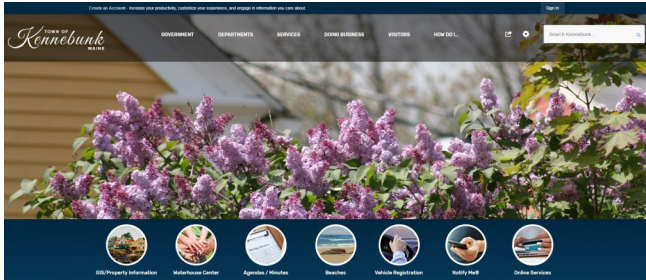
**Photo courtesy of Rotary International**

# Stay Connected with the Town

## 5 Easy Ways To Find Out What's Going On

### 1. Town Website

You'll find a lot of information on our website ([www.kennebunkmaine.us](http://www.kennebunkmaine.us)) about town government including information about boards and committees, department news and events. You can subscribe to updates and receive email and/or text message notifications when we post items including emergency alerts, committee agendas, Town news and more!



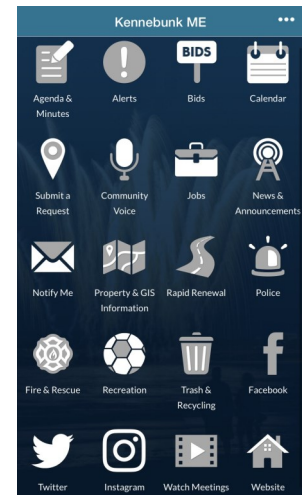
Look for the [Notify Me](#) button on our home page and select the items you wish to receive notifications for. You can make changes or unsubscribe at any time.

### 2. Mobile App

Download the Town of Kennebunk's official app! This app is available from the Apple App store and the Google Play store for Android users. The app provides a convenient way to access news, events, property and mapping information and more.

To download the app on an Apple device, search the name 'CivicMobile' in the Apple store. Once the CivicMobile app is downloaded, search for 'Kennebunk' or use the 'Find My Location' feature to find our app.

Select Kennebunk this first time and each time after this will be displayed when you open the CivicMobile app. To download the app on an Android device, simply search for 'Kennebunk ME' in the search bar and tap to download. The Town of Kennebunk app will now appear in your app listing for you to access at any time.



### 3. Town Blogs

[Blogs](#) are an informal way to share news, stories about the Town, announce updates, promote an event and provide other important information for our citizens. The [Town Manager](#), as well as [Town staff](#), write blog posts periodically; you can follow along by [signing up to receive updates](#) when new posts are published.

### 4. Committee and Department Annual Town Reports

Town Departments and Committees submit annual reports published each year in May. Reports contain summaries of activities over the last year, as well as future plans and goals for the upcoming year. To view individual committee and department reports, as well as the current or previous year's Annual Town Reports, please visit [www.kennebunkmaine.us/annualtownreports](http://www.kennebunkmaine.us/annualtownreports).

### 5. Social Media

Connect with us on Social Media: you can like and follow us on Facebook where the Town maintains official Facebook pages for the [Town of Kennebunk](#), [Kennebunk Police Department](#), [Kennebunk Fire Rescue](#) and [Kennebunk Parks & Recreation](#). Find the above accounts on Twitter and Instagram too!







**TOWN OF KENNEBUNK**

**REPORT OF  
THE AUDITORS**

**Year Ending  
June 30, 2019**



*Proven Expertise & Integrity*

June 17, 2020

Select Board  
Town of Kennebunk, Maine  
Kennebunk, Maine

We were engaged by the Town of Kennebunk and have audited the financial statements of the Town of Kennebunk as of and for the year ended June 30, 2019. The following statements and schedules have been excerpted from the 2019 financial statements, a complete copy of which, including our opinion thereon, is available for inspection at the Town Office.

Included herein are:

Balance Sheet - Governmental Funds	Statement C
Statement of Revenues, Expenditures and Changes in Fund Balances - Governmental Funds	Statement E
Statement of Net Position - Proprietary Funds	Statement G
Statement of Revenues, Expenses and Changes in Net Position - Proprietary Funds	Statement H
Budgetary Comparison Schedule - Budgetary Basis - Budget and Actual - General Fund	Schedule 1
Schedule of Departmental Operations - General Fund	Schedule A
Combining Balance Sheet - Nonmajor Governmental Funds	Schedule B
Combining Schedule of Revenues, Expenditures, and Changes in Fund Balances - Nonmajor Governmental Funds	Schedule C
Combining Balance Sheet - Nonmajor Special Revenue Funds	Schedule D
Combining Schedule of Revenues, Expenditures, and Changes in Fund Balances - Nonmajor Special Revenue Funds	Schedule E
Combining Balance Sheet - Nonmajor Capital Projects Funds	Schedule F
Combining Schedule of Revenues, Expenditures, and Changes in Fund Balances - Nonmajor Capital Projects Funds	Schedule G

3 Old Orchard Road, Buxton, Maine 04093  
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[www.rhrsmith.com](http://www.rhrsmith.com)

Combining Balance Sheet - Nonmajor Permanent Funds

Schedule H

Combining Schedule of Revenues, Expenditures, and  
Changes in Fund Balances - Nonmajor Permanent Funds

Schedule I

*RHR Smith & Company*

Certified Public Accountants

	General Fund	Roads and Paving Capital Fund	Other Governmental Funds	Total Governmental Funds
<b>ASSETS</b>				
Cash and cash equivalents	\$ 17,374,691	\$ -	\$ 12,302	\$ 17,386,993
Investments	1,599,357	-	57,373	1,656,730
Accounts receivables (net of allowance for uncollectibles):				
Taxes	676,991	-	-	676,991
Liens	139,799	-	-	139,799
Other	263,030	-	-	263,030
Tax acquired property	402,639	-	-	402,639
Due from other funds	506,938	1,256,550	4,691,424	6,454,912
<b>TOTAL ASSETS</b>	<u>\$ 20,963,445</u>	<u>\$ 1,256,550</u>	<u>\$ 4,761,099</u>	<u>\$ 26,981,094</u>
<b>LIABILITIES</b>				
Accounts payable	\$ 1,376,248	\$ -	\$ -	\$ 1,376,248
Accrued payroll	589,775	-	-	589,775
Other liabilities	589,201	-	-	589,201
Due to other funds	5,949,224	-	506,938	6,456,162
<b>TOTAL LIABILITIES</b>	<u>8,504,448</u>	<u>-</u>	<u>506,938</u>	<u>9,011,386</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>				
Deferred revenue	273,774	-	-	273,774
Deferred tax revenue	753,503	-	-	753,503
<b>TOTAL DEFERRED INFLOWS OF RESOURCES</b>	<u>1,027,277</u>	<u>-</u>	<u>-</u>	<u>1,027,277</u>
<b>FUND BALANCES</b>				
Nonspendable - tax acquired property	402,639	-	-	402,639
Restricted	-	-	2,366,723	2,366,723
Committed	1,456,106	1,256,550	2,227,523	4,940,179
Assigned	369,269	-	138,636	507,905
Unassigned	9,203,706	-	(478,721)	8,724,985
<b>TOTAL FUND BALANCES</b>	<u>11,431,720</u>	<u>1,256,550</u>	<u>4,254,161</u>	<u>16,942,431</u>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES</b>	<u>\$ 20,963,445</u>	<u>\$ 1,256,550</u>	<u>\$ 4,761,099</u>	<u>\$ 26,981,094</u>

	General Fund	Roads and Paving Capital Fund	Other Governmental Funds	Total Governmental Funds
<b>REVENUES</b>				
Taxes:				
Property taxes	\$ 36,684,557	\$ -	\$ -	\$ 36,684,557
Excise taxes	2,612,843	-	-	2,612,843
Intergovernmental revenues	1,523,674	-	-	1,523,674
Charges for services	2,500,732	-	-	2,500,732
Miscellaneous revenues	460,166	15,000	109,045	584,211
<b>TOTAL REVENUES</b>	<b>43,781,972</b>	<b>15,000</b>	<b>109,045</b>	<b>43,906,017</b>
<b>EXPENDITURES</b>				
Current:				
General government	2,086,680	-	139,282	2,225,962
Public safety	4,610,855	-	22,576	4,633,431
Public works	1,410,214	26,991	64,787	1,501,992
Education	25,813,831	-	-	25,813,831
County tax	1,269,959	-	-	1,269,959
Recreation and culture	1,477,673	-	-	1,477,673
Health and welfare	355,096	-	-	355,096
Employee benefits	2,301,192	-	-	2,301,192
Agency request	41,600	-	-	41,600
Unclassified	199,852	-	1,768,860	1,968,712
Capital outlay	-	919,573	855,043	1,774,616
Debt service:				
Principal	-	-	1,755,000	1,755,000
Interest	-	-	356,937	356,937
<b>TOTAL EXPENDITURES</b>	<b>39,566,952</b>	<b>946,564</b>	<b>4,962,485</b>	<b>45,476,001</b>
<b>EXCESS OF REVENUES OVER (UNDER) EXPENDITURES</b>	<b>4,215,020</b>	<b>(931,564)</b>	<b>(4,853,440)</b>	<b>(1,569,984)</b>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers in	56,500	74,000	3,181,178	3,311,678
Transfers (out)	(3,325,163)	-	(56,515)	(3,381,678)
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>(3,268,663)</b>	<b>74,000</b>	<b>3,124,663</b>	<b>(70,000)</b>
<b>NET CHANGE IN FUND BALANCES</b>	<b>946,357</b>	<b>(857,564)</b>	<b>(1,728,777)</b>	<b>(1,639,984)</b>
<b>FUND BALANCES - JULY 1</b>	<b>10,485,363</b>	<b>2,114,114</b>	<b>5,982,938</b>	<b>18,582,415</b>
<b>FUND BALANCES - JUNE 30</b>	<b>\$ 11,431,720</b>	<b>\$ 1,256,550</b>	<b>\$ 4,254,161</b>	<b>\$ 16,942,431</b>

	Enterprise Funds		
	Pay-As-You- Throw Trash Program	Electrical Inspection Program	Total
ASSETS			
Accounts receivable (net of allowance for uncollectibles)	\$ 43,424	\$ -	\$ 43,424
Due from other funds	382	868	1,250
TOTAL ASSETS	<u>\$ 43,806</u>	<u>\$ 868</u>	<u>\$ 44,674</u>
LIABILITIES			
Due to other funds	\$ -	\$ -	\$ -
TOTAL LIABILITIES	<u>-</u>	<u>-</u>	<u>-</u>
NET POSITION			
Restricted	-	868	868
Unrestricted	43,806	-	43,806
TOTAL NET POSITION	<u>43,806</u>	<u>868</u>	<u>44,674</u>
TOTAL LIABILITIES AND NET POSITION	<u>\$ 43,806</u>	<u>\$ 868</u>	<u>\$ 44,674</u>

	Enterprise Funds		
	Pay-As-You- Throw Trash Program	Electrical Inspection Program	Total
OPERATING REVENUES			
Charges for services	\$ 519,045	\$ 59,821	\$ 578,866
TOTAL OPERATING REVENUES	<u>519,045</u>	<u>59,821</u>	<u>578,866</u>
OPERATING EXPENSES			
Program supplies	<u>507,772</u>	<u>60,289</u>	<u>568,061</u>
TOTAL OPERATING EXPENSES	<u>507,772</u>	<u>60,289</u>	<u>568,061</u>
OPERATING INCOME (LOSS)	<u>11,273</u>	<u>(468)</u>	<u>10,805</u>
NONOPERATING REVENUES (EXPENSES)			
Transfers in	70,000	-	70,000
Transfers (out)	-	-	-
TOTAL NONOPERATING REVENUES (EXPENSES)	<u>70,000</u>	<u>-</u>	<u>70,000</u>
CHANGE IN NET POSITION	81,273	(468)	80,805
NET POSITION - JULY 1	<u>(37,467)</u>	<u>1,336</u>	<u>(36,131)</u>
NET POSITION - JUNE 30	<u>\$ 43,806</u>	<u>\$ 868</u>	<u>\$ 44,674</u>



	Budgeted Amounts		Actual	Variance
	Original	Final	Amounts	Positive (Negative)
Budgetary Fund Balance, July 1	\$ 10,485,363	\$ 10,485,363	\$ 10,485,363	\$ -
Resources (Inflows):				
Taxes:				
Property Taxes	36,639,199	36,639,199	36,684,557	45,358
Excise Taxes	2,212,500	2,212,500	2,612,843	400,343
Intergovernmental Revenues:				
State Revenue Sharing	417,229	417,229	434,454	17,225
Homestead Reimbursement	426,355	426,355	388,309	(38,046)
Local Road Assistance	145,000	145,000	150,212	5,212
Other	294,714	294,714	550,699	255,985
Interest Income	80,000	80,000	317,527	237,527
Interest on Taxes/Lien Costs	60,000	60,000	66,510	6,510
Charges for Services	2,081,700	2,081,700	2,500,732	419,032
Miscellaneous Revenues	35,000	35,000	76,129	41,129
Transfers from Other Funds	56,500	56,500	56,500	-
Amounts Available for Appropriation	<u>52,933,560</u>	<u>52,933,560</u>	<u>54,323,835</u>	<u>1,390,275</u>
Charges to Appropriations (Outflows):				
General Government	2,136,275	2,136,275	2,086,680	49,595
Public Safety	4,575,009	4,575,009	4,610,855	(35,846)
Public Works	1,410,450	1,410,450	1,410,214	236
Education	25,813,831	25,813,831	25,813,831	-
County Tax	1,269,959	1,269,959	1,269,959	-
Recreation and Culture	1,558,922	1,558,922	1,477,673	81,249
Health and Welfare	353,729	353,729	355,096	(1,367)
Employee Benefits	2,374,481	2,374,481	2,301,192	73,289
Agency Requests	41,600	41,600	41,600	-
Unclassified	508,878	508,878	199,852	309,026
Transfers to Other Funds	2,405,063	2,475,063	3,325,163	(850,100)
Total Charges to Appropriations	<u>42,448,197</u>	<u>42,518,197</u>	<u>42,892,115</u>	<u>(373,918)</u>
Budgetary Fund Balance, June 30	<u>\$ 10,485,363</u>	<u>\$ 10,415,363</u>	<u>\$ 11,431,720</u>	<u>\$ 1,016,357</u>
Utilization of Committed Fund Balance	\$ -	\$ 70,000	\$ -	\$ (70,000)
	<u>\$ -</u>	<u>\$ 70,000</u>	<u>\$ -</u>	<u>\$ (70,000)</u>

	Original Budget	Budget Adjustments	Final Budget	Actual	Variance Positive (Negative)
General Government -					
General Government Expenses	\$	\$	\$	\$	\$
Selectboard	626,550	-	626,550	592,193	34,357
Town Manager	29,335	-	29,335	30,684	(1,349)
Town Clerk	316,014	-	316,014	310,606	5,408
Ballot Clerks	109,840	-	109,840	108,727	1,113
Assessors	35,000	-	35,000	25,689	9,311
Community Development	198,547	-	198,547	192,348	6,199
Town Hall	341,946	-	341,946	339,413	2,533
Computer Department	178,267	-	178,267	178,174	93
Conservation Commission	249,530	-	249,530	249,429	101
Site Plan Review Board	2,600	-	2,600	351	2,249
Zoning Board of Appeals	6,523	-	6,523	4,672	1,851
Board of Assessment Review	1,200	-	1,200	297	903
Dog Advisory Committee	1,000	-	1,000	510	490
Historic Preservation Committee	200	-	200	135	65
Lower Village Committee	5,950	-	5,950	5,280	670
West Kennebunk Village Committee	2,500	-	2,500	564	1,936
Energy Efficiency Committee	2,000	-	2,000	5,542	(3,542)
Tree Committee	2,100	-	2,100	2,397	(297)
Affordable Housing Committee	2,000	-	2,000	-	2,000
Dog Park Committee	200	-	200	-	200
Community Garden Committee	-	-	-	9,126	(9,126)
Committee on Aging	4,000	-	4,000	22,527	(18,527)
Planning Board	2,500	-	2,500	1,575	925
	18,473	-	18,473	6,441	12,032
	2,136,275	-	2,136,275	2,086,680	49,595

	Original Budget	Budget Adjustments	Final Budget	Actual	Variance Positive (Negative)
Public Works - Highway	1,410,450	-	1,410,450	1,410,214	236
	1,410,450	-	1,410,450	1,410,214	236
Education	25,813,831	-	25,813,831	25,813,831	-
County Tax	1,269,959	-	1,269,959	1,269,959	-
Recreation and Culture - Life Guards	71,901	-	71,901	76,450	(4,549)
Parks	45,000	-	45,000	49,377	(4,377)
Recreation	865,827	-	865,827	779,652	86,175
Kennebunk Free Library	576,194	-	576,194	572,194	4,000
	1,558,922	-	1,558,922	1,477,673	81,249
Health and Welfare - Recycling	303,973	-	303,973	302,126	1,847
Solid Waste	9,000	-	9,000	8,616	384
Social Services	40,756	-	40,756	44,354	(3,598)
	353,729	-	353,729	355,096	(1,367)
Employee Benefits - Health Benefits	1,332,855	-	1,332,855	1,261,383	71,472
FICA	448,752	-	448,752	446,103	2,649
Retirement	340,925	-	340,925	364,175	(23,250)
Workers Comp	231,596	-	231,596	222,062	9,534
Unemployment Comp	20,353	-	20,353	7,469	12,884
	2,374,481	-	2,374,481	2,301,192	73,289

	Original Budget	Budget Adjustments	Final Budget	Actual	Variance Positive (Negative)
Agency Requests -					
York County Child Abuse Council	2,000	-	2,000	2,000	-
York County Community Action	4,000	-	4,000	4,000	-
Caring Unlimited	3,000	-	3,000	3,000	-
So. Maine Area Agency on Aging	2,000	-	2,000	2,000	-
Senior Center at Lower Village	2,600	-	2,600	2,600	-
American Red Cross	500	-	500	500	-
Home Health Visiting Nurses	2,500	-	2,500	2,500	-
Community Outreach Services	11,750	-	11,750	11,750	-
Community Harvest	11,750	-	11,750	11,750	-
A Place to Start	1,500	-	1,500	1,500	-
	41,600	-	41,600	41,600	-
Public Safety -					
Police	2,024,208	-	2,024,208	2,078,660	(54,452)
Communications	305,870	-	305,870	301,267	4,603
Civil Emergency Preparedness	6,901	-	6,901	7,201	(300)
Hydrants and Street Lights	473,216	-	473,216	480,323	(7,107)
Fire Department	1,764,814	-	1,764,814	1,743,404	21,410
	4,575,009	-	4,575,009	4,610,855	(35,846)

	Original Budget	Budget Adjustments	Final Budget	Actual	Variance Positive (Negative)
Unclassified -					
Historian	500	-	500	-	500
Harbormaster	17,600	-	17,600	17,740	(140)
Tree Warden	5,000	-	5,000	5,627	(627)
Cemetery maintenance	-	-	-	101,449	(101,449)
Memorial Day	800	-	800	1,000	(200)
Facilities	59,640	-	59,640	53,936	5,704
Overlay	425,338	-	425,338	20,100	405,238
	508,878	-	508,878	199,852	309,026
Transfers to Other Funds -					
Special Revenue Funds	1,409,620	-	1,409,620	1,409,620	-
Capital Projects Funds	995,443	-	995,443	1,845,543	(850,100)
Proprietary Funds	-	70,000	70,000	70,000	-
	2,405,063	70,000	2,475,063	3,325,163	(850,100)
Total Departmental Operations	\$ 42,448,197	\$ 70,000	\$ 42,518,197	\$ 42,892,115	\$ (373,918)

	Special Revenue Funds	Capital Projects Funds	Permanent Funds	Total Nonmajor Governmental Funds
ASSETS				
Cash and cash equivalents	\$ -	\$ -	\$ 12,302	\$ 12,302
Investments	-	-	57,373	57,373
Due from other funds	2,077,674	2,613,750	-	4,691,424
TOTAL ASSETS	<u>\$ 2,077,674</u>	<u>\$ 2,613,750</u>	<u>\$ 69,675</u>	<u>\$ 4,761,099</u>
LIABILITIES				
Due to other funds	\$ 20,721	\$ 468,000	\$ 18,217	\$ 506,938
TOTAL LIABILITIES	<u>20,721</u>	<u>468,000</u>	<u>18,217</u>	<u>506,938</u>
FUND BALANCES (DEFICITS)				
Nonspendable	-	-	-	-
Restricted	1,939,038	376,227	51,458	2,366,723
Committed	-	2,227,523	-	2,227,523
Assigned	138,636	-	-	138,636
Unassigned	(20,721)	(458,000)	-	(478,721)
TOTAL FUND BALANCES (DEFICITS)	<u>2,056,953</u>	<u>2,145,750</u>	<u>51,458</u>	<u>4,254,161</u>
TOTAL LIABILITIES AND FUND BALANCES (DEFICITS)	<u>\$ 2,077,674</u>	<u>\$ 2,613,750</u>	<u>\$ 69,675</u>	<u>\$ 4,761,099</u>

	Special Revenue Funds	Capital Projects Funds	Permanent Funds	Total Nonmajor Governmental Funds
REVENUES				
Interest income	\$ -	\$ -	\$ 1,069	\$ 1,069
Other	18,814	89,162	-	107,976
TOTAL REVENUES	<u>18,814</u>	<u>89,162</u>	<u>1,069</u>	<u>109,045</u>
EXPENDITURES				
Administration	-	139,282	-	139,282
Public works	-	64,787	-	64,787
Debt service:				
Principal	523,267	1,231,733	-	1,755,000
Interest	72,409	284,528	-	356,937
Capital outlay	-	855,043	-	855,043
Unclassified	1,768,860	-	-	1,768,860
TOTAL EXPENDITURES	<u>2,364,536</u>	<u>2,597,949</u>	<u>-</u>	<u>4,962,485</u>
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	<u>(2,345,722)</u>	<u>(2,508,787)</u>	<u>1,069</u>	<u>(4,853,440)</u>
OTHER FINANCING SOURCES (USES)				
Transfers in	1,409,620	1,771,558	-	3,181,178
Transfers (out)	(52,500)	-	(4,015)	(56,515)
TOTAL OTHER FINANCING SOURCES (USES)	<u>1,357,120</u>	<u>1,771,558</u>	<u>(4,015)</u>	<u>3,124,663</u>
NET CHANGE IN FUND BALANCES	(988,602)	(737,229)	(2,946)	(1,728,777)
FUND BALANCES, JULY 1	<u>3,045,555</u>	<u>2,882,979</u>	<u>54,404</u>	<u>5,982,938</u>
FUND BALANCES, JUNE 30	<u>\$ 2,056,953</u>	<u>\$ 2,145,750</u>	<u>\$ 51,458</u>	<u>\$ 4,254,161</u>

	Conservation Land Purchase	Building Revenues	Harbor- master	Route 1 TIF	West Kennebunk TIF	Lower Village TIF	Total
ASSETS							
Due from other funds	\$ 3,430	\$ 20,148	\$ 115,058	\$ 1,191,040	\$ 747,998	\$ -	\$ 2,077,674
TOTAL ASSETS	<u>\$ 3,430</u>	<u>\$ 20,148</u>	<u>\$ 115,058</u>	<u>\$ 1,191,040</u>	<u>\$ 747,998</u>	<u>\$ -</u>	<u>\$ 2,077,674</u>
LIABILITIES							
Due to other funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,721	\$ 20,721
TOTAL LIABILITIES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 20,721</u>	<u>\$ 20,721</u>
FUND BALANCES (DEFICITS)							
Nonspendable	-	-	-	-	-	-	-
Restricted	-	-	-	1,191,040	747,998	-	1,939,038
Committed	-	-	-	-	-	-	-
Assigned	3,430	20,148	115,058	-	-	-	138,636
Unassigned	-	-	-	-	-	(20,721)	(20,721)
TOTAL FUND BALANCES (DEFICITS)	<u>3,430</u>	<u>20,148</u>	<u>115,058</u>	<u>1,191,040</u>	<u>747,998</u>	<u>(20,721)</u>	<u>2,056,953</u>
TOTAL LIABILITIES AND FUND BALANCES (DEFICITS)	<u>\$ 3,430</u>	<u>\$ 20,148</u>	<u>\$ 115,058</u>	<u>\$ 1,191,040</u>	<u>\$ 747,998</u>	<u>\$ -</u>	<u>\$ 2,077,674</u>



	Conservation Land Purchase	Building Revenues	Harbor- master	Route 1 TIF	West Kennebunk TIF	Lower Village TIF	Total
REVENUES							
Other	-	\$	\$	\$	\$	\$	\$
TOTAL REVENUES	-	-	11,245	7,569	-	-	18,814
EXPENDITURES							
Debt service:							
Principal	-	-	-	369,592	114,952	38,723	523,267
Interest	-	-	-	62,618	3,979	5,812	72,409
Unclassified	-	-	7,403	1,627,561	82,759	51,137	1,768,860
TOTAL EXPENDITURES	-	-	7,403	2,059,771	201,690	95,672	2,364,536
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	-	-	3,842	(2,052,202)	(201,690)	(95,672)	(2,345,722)
OTHER FINANCING SOURCES (USES)							
Transfers in	-	-	-	839,216	438,409	131,995	1,409,620
Transfers (out)	-	-	-	(26,250)	(26,250)	-	(52,500)
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	812,966	412,159	131,995	1,357,120
NET CHANGE IN FUND BALANCES (DEFICITS)	-	-	3,842	(1,239,236)	210,469	36,323	(988,602)
FUND BALANCES (DEFICITS), JULY 1	3,430	20,148	111,216	2,430,276	537,529	(57,044)	3,045,555
FUND BALANCES (DEFICITS), JUNE 30	\$ 3,430	\$ 20,148	\$ 115,058	\$ 1,191,040	\$ 747,998	\$ (20,721)	\$ 2,056,953

	Fire/Ambulance Projects		Public Safety Facilities		Dorothy Stevens Center	Public Works Equipment	Police Vehicles and Equipment	Signs
West Kennebunk Fire Station	Dry Hydrants							
\$ 37,006	\$ 9,969	\$ -	\$ 5,128	\$ -	\$ -	\$ 10,000	\$ -	\$ -
<u>\$ 37,006</u>	<u>\$ 9,969</u>	<u>\$ -</u>	<u>\$ 5,128</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 10,000</u>	<u>\$ -</u>	<u>\$ -</u>
ASSETS								
Due from other funds								
TOTAL ASSETS								
LIABILITIES								
Due to other funds								
TOTAL LIABILITIES								
FUND BALANCES (DEFICITS)								
Nonspendable	-	-	-	-	-	-	-	-
Restricted	-	-	-	-	-	-	-	-
Committed	37,006	9,969	-	5,128	-	-	-	-
Assigned	-	-	-	-	-	-	-	-
Unassigned	-	-	(2,792)	-	-	(444,488)	10,000	(2,810)
TOTAL FUND BALANCES (DEFICITS)	<u>37,006</u>	<u>9,969</u>	<u>(2,792)</u>	<u>5,128</u>	<u>(444,488)</u>	<u>10,000</u>	<u>(2,810)</u>	<u>(2,810)</u>
TOTAL LIABILITIES AND FUND BALANCES (DEFICITS)								
	\$ 37,006	\$ 9,969	\$ -	\$ 5,128	\$ -	\$ 10,000	\$ -	\$ -

	Town Hall Equipment	Debt Service and Lease/Purchase	Town Projects	Skateboard Park	Park St. and Cousens Sch. Purchase	Ordinance Rewrites and Codification, Comp Plan and Public Safety Building Study	Storage Area at Town Garage
ASSETS							
Due from other funds	\$ 52,982	\$ 969,137	\$ 69,499	\$ 86,778	\$ 384,932	\$ 42,068	\$ 15,231
TOTAL ASSETS	<u>\$ 52,982</u>	<u>\$ 969,137</u>	<u>\$ 69,499</u>	<u>\$ 86,778</u>	<u>\$ 384,932</u>	<u>\$ 42,068</u>	<u>\$ 15,231</u>
LIABILITIES							
Due to other funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL LIABILITIES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
FUND BALANCES (DEFICITS)							
Nonspendable	-	-	-	-	-	-	-
Restricted	-	-	-	86,778	-	-	-
Committed	52,982	969,137	69,499	-	384,932	42,068	15,231
Assigned	-	-	-	-	-	-	-
Unassigned	-	-	-	-	-	-	-
TOTAL FUND BALANCES (DEFICITS)	<u>52,982</u>	<u>969,137</u>	<u>69,499</u>	<u>86,778</u>	<u>384,932</u>	<u>42,068</u>	<u>15,231</u>
TOTAL LIABILITIES AND FUND BALANCES (DEFICITS)	<u>\$ 52,982</u>	<u>\$ 969,137</u>	<u>\$ 69,499</u>	<u>\$ 86,778</u>	<u>\$ 384,932</u>	<u>\$ 42,068</u>	<u>\$ 15,231</u>

	Budget Board	Public Works Projects			West Kennebunk Holand Road Field	Town Garage and Transfer Station	Fire Ambulance Equipment	HVAC Systems and Insulation
		Bicycle Impact	Parking Lots					
ASSETS								
Due from other funds	\$ 111,708	\$ 240,165	\$ 11,616	\$ 27,436	\$ 59,688	\$ 116,960	\$ 42,068	
TOTAL ASSETS	\$ 111,708	\$ 240,165	\$ 11,616	\$ 27,436	\$ 59,688	\$ 116,960	\$ 42,068	
LIABILITIES								
Due to other funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
TOTAL LIABILITIES	-	-	-	-	-	-	-	-
FUND BALANCES (DEFICITS)								
Nonspendable	-	-	-	-	-	-	-	-
Restricted	-	240,165	-	27,436	-	-	-	-
Committed	111,708	-	11,616	-	59,688	116,960	42,068	
Assigned	-	-	-	-	-	-	-	-
Unassigned	-	-	-	-	-	-	-	-
TOTAL FUND BALANCES (DEFICITS)	111,708	240,165	11,616	27,436	59,688	116,960	42,068	
TOTAL LIABILITIES AND FUND BALANCES (DEFICITS)	\$ 111,708	\$ 240,165	\$ 11,616	\$ 27,436	\$ 59,688	\$ 116,960	\$ 42,068	

	Town Hall Computer Hardware and Software	Land - Municipal Employee Parking	Parks and Recreation Projects	Capital Reserve/Impr.	Tree Projects	Town Hall Repair	Total
ASSETS							
Due from other funds	\$ 81,717	\$ 100,000	\$ 13,111	\$ 104,703	\$ -	\$ 21,848	\$ 2,613,750
TOTAL ASSETS	<u>\$ 81,717</u>	<u>\$ 100,000</u>	<u>\$ 13,111</u>	<u>\$ 104,703</u>	<u>\$ -</u>	<u>\$ 21,848</u>	<u>\$ 2,613,750</u>
LIABILITIES							
Due to other funds	\$ -	\$ -	\$ -	\$ -	\$ 17,910	\$ -	\$ 488,000
TOTAL LIABILITIES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 17,910</u>	<u>\$ -</u>	<u>\$ 488,000</u>
FUND BALANCES (DEFICITS)							
Nonspendable	-	-	-	-	-	-	-
Restricted	-	-	-	-	-	21,848	376,227
Committed	81,717	100,000	13,111	104,703	-	-	2,227,523
Assigned	-	-	-	-	-	-	-
Unassigned	-	-	-	-	(17,910)	-	(458,000)
TOTAL FUND BALANCES (DEFICITS)	<u>81,717</u>	<u>100,000</u>	<u>13,111</u>	<u>104,703</u>	<u>(17,910)</u>	<u>21,848</u>	<u>2,145,750</u>
TOTAL LIABILITIES AND FUND BALANCES (DEFICITS)	<u>\$ 81,717</u>	<u>\$ 100,000</u>	<u>\$ 13,111</u>	<u>\$ 104,703</u>	<u>\$ -</u>	<u>\$ 21,848</u>	<u>\$ 2,613,750</u>

	Fire/Ambulance Projects West Kennebunk Fire Station	Dry Hydrants	Public Safety Facilities	Dorothy Stevens Center	Public Works Equipment	Police Vehicles and Equipment	Signs
REVENUES							
Other	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL REVENUES	-	-	-	-	-	-	-
EXPENDITURES							
Administration	-	-	-	10,130	-	-	-
Public works	-	-	-	-	16,383	-	-
Public safety	-	-	14,292	-	-	932	-
Debt service:							
Principal	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-
Capital outlay	13,920	-	-	-	538,617	195,870	-
TOTAL EXPENDITURES	13,920	-	14,292	10,130	555,000	196,802	-
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(13,920)	-	(14,292)	(10,130)	(555,000)	(196,802)	-
OTHER FINANCING SOURCES (USES)							
Transfers in	19,000	-	11,500	15,000	33,000	210,600	-
Transfers (out)	-	-	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	19,000	-	11,500	15,000	33,000	210,600	-
NET CHANGE IN FUND BALANCES	5,080	-	(2,792)	4,870	(522,000)	13,798	-
FUND BALANCES (DEFICITS), JULY 1	31,926	9,969	-	258	77,512	(3,798)	(2,810)
FUND BALANCES (DEFICITS), JUNE 30	\$ 37,006	\$ 9,969	\$ (2,792)	\$ 5,128	\$ (444,488)	\$ 10,000	\$ (2,810)

	Town Hall Equipment	Debt Service and Lease/Purchase	Town Projects	Skateboard Park	Park St. and Cousens Sch. Purchase	Ordinance Rewrites and Codification Comp Plan and Public Safety Building Study	Storage Area at Town Garage
REVENUES							
Other	\$ -	\$ 60,362	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL REVENUES	-	60,362	-	-	-	-	-
EXPENDITURES							
Administration	1,822	-	-	-	-	30,137	-
Public works	-	-	-	10,272	-	-	-
Public safety	-	-	-	-	-	-	-
Debt service:							
Principal	-	1,231,733	-	-	-	-	-
Interest	-	284,528	-	-	-	-	-
Capital outlay	-	-	-	-	-	-	-
TOTAL EXPENDITURES	1,822	1,516,261	-	10,272	-	30,137	-
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(1,822)	(1,455,899)	-	(10,272)	-	(30,137)	-
OTHER FINANCING SOURCES (USES)							
Transfers in	34,000	1,095,458	10,000	-	-	-	-
Transfers (out)	-	-	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	34,000	1,095,458	10,000	-	-	-	-
NET CHANGE IN FUND BALANCES	32,178	(360,441)	10,000	(10,272)	-	(30,137)	-
FUND BALANCES (DEFICITS), JULY 1	20,804	1,329,578	59,499	97,050	384,932	72,205	15,231
FUND BALANCES (DEFICITS), JUNE 30	\$ 52,982	\$ 969,137	\$ 69,499	\$ 86,778	\$ 384,932	\$ 42,068	\$ 15,231

	Budget Board	Public Works Projects		West Kennebunk Holand Road Field	Town Garage and Transfer Station	Fire Ambulance Equipment	HVAC Systems and Insulation
		Bicycle Impact	Parking Lots				
REVENUES							
Other	\$ -	\$ 28,800	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL REVENUES	-	28,800	-	-	-	-	-
EXPENDITURES							
Administration	6,740	-	-	-	11,645	31,103	-
Public works	-	-	-	-	-	-	-
Public safety	-	-	-	-	-	-	-
Debt service:							
Principal	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-
Capital outlay	-	-	-	-	-	-	-
TOTAL EXPENDITURES	6,740	-	-	-	11,645	31,103	-
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(6,740)	28,800	-	-	(11,645)	(31,103)	-
OTHER FINANCING SOURCES (USES)							
Transfers in	-	-	-	-	-	52,000	-
Transfers (out)	-	-	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	52,000	-
NET CHANGE IN FUND BALANCES	(6,740)	28,800	-	-	(11,645)	20,897	-
FUND BALANCES (DEFICITS), JULY 1	118,448	211,365	11,616	27,436	71,333	96,063	42,068
FUND BALANCES (DEFICITS), JUNE 30	\$ 111,708	\$ 240,165	\$ 11,616	\$ 27,436	\$ 59,688	\$ 116,960	\$ 42,068



	Town Hall Computer Hardware and Software	Land - Municipal Employee Parking	Parks and Recreation Projects	Capital Reserve/Impr.	Tree Projects	Town Hall Repair	Total
REVENUES							
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 89,162
TOTAL REVENUES	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>89,162</u>
EXPENDITURES							
Administration	41,905	-	-	-	-	5,800	139,282
Public works	-	-	17,889	2,333	17,910	-	64,787
Public safety	-	-	-	-	-	7,352	22,576
Debt service:							
Principal	-	-	-	-	-	-	1,231,733
Interest	-	-	-	-	-	-	284,528
Capital outlay	71,390	-	-	35,246	-	-	855,043
TOTAL EXPENDITURES	<u>113,295</u>	<u>-</u>	<u>17,889</u>	<u>37,579</u>	<u>17,910</u>	<u>13,152</u>	<u>2,597,949</u>
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	<u>(113,295)</u>	<u>-</u>	<u>(17,889)</u>	<u>(37,579)</u>	<u>(17,910)</u>	<u>(13,152)</u>	<u>(2,508,787)</u>
OTHER FINANCING SOURCES (USES)							
Transfers in	181,000	-	-	75,000	-	35,000	1,771,558
Transfers (out)	-	-	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	<u>181,000</u>	<u>-</u>	<u>-</u>	<u>75,000</u>	<u>-</u>	<u>35,000</u>	<u>1,771,558</u>
NET CHANGE IN FUND BALANCES	67,705	-	(17,889)	37,421	(17,910)	21,848	(737,229)
FUND BALANCES (DEFICITS), JULY 1	14,012	100,000	31,000	67,282	-	-	2,882,979
FUND BALANCES (DEFICITS), JUNE 30	<u>\$ 81,717</u>	<u>\$ 100,000</u>	<u>\$ 13,111</u>	<u>\$ 104,703</u>	<u>\$ (17,910)</u>	<u>\$ 21,848</u>	<u>\$ 2,145,750</u>

	Littlefield Educational Trust	Cemetery Trust		Martha Bragdon Trust	Total
		Monument Lot	Centennial Lot		
ASSETS					
Cash and cash equivalents	\$ -	\$ 2,553	\$ 3,532	\$ 6,217	\$ 12,302
Investments	57,373	-	-	-	57,373
TOTAL ASSETS	<u>\$ 57,373</u>	<u>\$ 2,553</u>	<u>\$ 3,532</u>	<u>\$ 6,217</u>	<u>\$ 69,675</u>
LIABILITIES					
Due to other funds	\$ 12,000	\$ -	\$ -	\$ 6,217	\$ 18,217
TOTAL LIABILITIES	<u>12,000</u>	<u>-</u>	<u>-</u>	<u>6,217</u>	<u>18,217</u>
FUND BALANCES					
Nonspendable	-	-	-	-	-
Restricted	45,373	2,553	3,532	-	51,458
Committed	-	-	-	-	-
Assigned	-	-	-	-	-
Unassigned	-	-	-	-	-
TOTAL FUND BALANCES	<u>45,373</u>	<u>2,553</u>	<u>3,532</u>	<u>-</u>	<u>51,458</u>
TOTAL LIABILITIES AND FUND BALANCES	<u>\$ 57,373</u>	<u>\$ 2,553</u>	<u>\$ 3,532</u>	<u>\$ 6,217</u>	<u>\$ 69,675</u>

	Littlefield Educational Trust	Cemetery Trust		Martha Bragdon Trust	Total
		Monument Lot	Centennial Lot		
REVENUES					
Interest income	\$ 1,051	\$ 1	\$ 2	\$ 15	\$ 1,069
TOTAL REVENUES	<u>1,051</u>	<u>1</u>	<u>2</u>	<u>15</u>	<u>1,069</u>
EXPENDITURES					
Other	-	-	-	-	-
TOTAL EXPENDITURES	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	<u>1,051</u>	<u>1</u>	<u>2</u>	<u>15</u>	<u>1,069</u>
OTHER FINANCING SOURCES (USES)					
Transfers in	-	-	-	-	-
Transfers (out)	<u>(4,000)</u>	<u>-</u>	<u>-</u>	<u>(15)</u>	<u>(4,015)</u>
TOTAL OTHER FINANCING SOURCES (USES)	<u>(4,000)</u>	<u>-</u>	<u>-</u>	<u>(15)</u>	<u>(4,015)</u>
NET CHANGE IN FUND BALANCES	<u>(2,949)</u>	<u>1</u>	<u>2</u>	<u>-</u>	<u>(2,946)</u>
FUND BALANCES, JULY 1	<u>48,322</u>	<u>2,552</u>	<u>3,530</u>	<u>-</u>	<u>54,404</u>
FUND BALANCES, JUNE 30	<u>\$ 45,373</u>	<u>\$ 2,553</u>	<u>\$ 3,532</u>	<u>\$ -</u>	<u>\$ 51,458</u>

## REPORT OF THE BUDGET BOARD

During November 2019 and January 2020, the Budget Board met twice to review and discuss the Town's long-term capital needs, as well as a review of FY2019 and the status of FY2020 year-to-date.

At the end of January and during early February of 2020, five joint meetings were held with the Select Board to review the final proposed operational and capital budgets for FY2021, as developed and presented by the Town Manager, Division Directors and Finance Director.

At the first joint meeting a presentation on the overall proposed FY2021 budget and significant changes was presented. Following this introduction and during subsequent meetings, each department budget was reviewed by the Town Manager with significant changes highlighted. The two Boards asked questions and made observations regarding the presented budgets. The attending public was provided the opportunity to ask questions and provide input. Following these discussions, minor adjustments were approved, and the Boards advanced the budget requests to the then-scheduled June 9, 2020 Annual Town Meeting referendum vote (the meeting date was subsequently moved to July 14, 2020 due to coronavirus COVID-19.) The net budget sent to the voters was an increase of \$486,156 over the FY2020 budget, or a 5.18% increase.

On April 18, 2020, the Budget Board and Select Board met to revisit the FY2021 budget due to anticipated impacts from coronavirus COVID-19. The Town Manager and Finance Director presented lower re-estimated revenues for FY2021, strategic budget reductions, as well as use of General Fund balance to realign the budget. Total cuts of \$417,444 were approved, while applying General Fund balance of \$314,606. The net effect was a net budget increase of 5.18%, the same net increase as was approved in February.

Points worth noting for this upcoming fiscal year:

- The net municipal operational budget increase proposed by the Budget Board to the voters for FY2021 is 5.18%. This increase can be broken down primarily between contractual obligations; employee wages and benefits; and facilities, vehicles and equipment maintenance and expenses.
- Staffing changes reflected in the proposed FY2021 operational budget are as follows:
  - Public Services – A part-time administrative assistant increased to full-time status
  - Human Resources – A part-time HR generalist increased to full-time status
- At the July 14, 2020 referendum vote, voters will be asked to approve spending \$775,900 from the Town's General Fund balance (surplus) on various capital assets and projects as listed herein.
- Also on the July 14<sup>th</sup> ballot, voters will be asked to approve three referendum questions to allow the issuance of general obligation bonds totaling \$3,213,100 to fund several road and sidewalk projects, as well as various capital assets and projects also listed herein. The Town continues to maintain its Standard & Poor's AAA bond rating and Moody's Aaa bond rating. Both ratings are considered very strong by the financial markets. The Budget Board is mindful that adding more debt to the Town's balance sheet may increase future overall budgets in order to pay back the debt, which in turn may impact its bond ratings.

More detailed information about the FY2021 budget may be found within this annual town report and on the Town's website: [www.kennebunkmaine.us/budget](http://www.kennebunkmaine.us/budget).

I would like to thank members of both Boards for a productive budget process. Please be sure to vote on July 14, 2020 at the Annual Town Meeting referendum election; voters at the Annual Town Meeting (a day-long referendum ballot vote) have the final approval of this budget.

Respectfully submitted,

Thomas Wellman  
**Chair**

**PROPOSED**  
**2020-21 BUDGET**

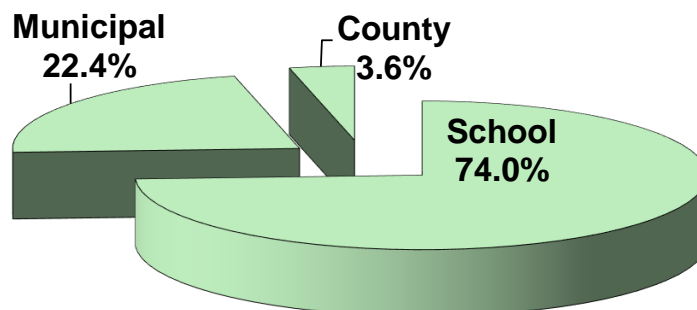
# TOWN OF KENNEBUNK CHRONOLOGY OF PROPERTY TAX RATES

	FY 18-19	FY 19-20	PROJECTED FY 20-21
School	\$25,813,831	\$27,140,726	\$28,042,500
County	1,269,959	1,296,886	1,350,625
TIF	1,409,620	1,477,016	1,536,097
Municipal Appropriations	8,846,499	9,380,309	9,866,465
Overlay	425,329	823,579	860,000
Total Appropriations	37,765,238	40,118,516	41,655,687
Less:			
State Rev. Sharing	417,229	682,980	682,980
Homestead & BETE	708,819	708,429	708,429
Total Revenues	1,126,048	1,391,409	1,391,409
Net Commitment	\$36,639,190	\$38,727,107	\$40,264,278
Taxable Valuation	\$2,093,668,000	\$2,816,516,900	\$2,816,516,900
<u>Municipal Gross Budget</u>			
Proposed	\$13,629,449	\$14,544,009	\$14,875,721
Approved	\$13,629,449	\$14,544,009	(excludes TIF expenses)
	(excludes TIF expenses)	(excludes TIF expenses)	
			PROJECTED FY 20-21
<b>Property Tax Rate</b>	<b>\$17.50</b>	<b>\$13.75</b>	<b>\$14.30</b>

## PROPERTY TAX DISTRIBUTION

	FY 18-19		FY 19-20		PROJECTED FY 20-21	
	%	\$	%	\$	%	\$
School	74.17	12.98	74.51	10.24	74.05	10.59
Municipal	22.18	3.88	21.93	3.02	22.38	3.20
County	3.65	0.64	3.56	0.49	3.57	0.51
Total	100%	\$17.50	100%	\$13.75	100%	\$14.30

## FY20-21 PROJECTED TAX ALLOCATION



**TOWN OF KENNEBUNK  
REFERENDUM QUESTION A  
FY2020-2021 BUDGET SUMMARY**

<u>Classification</u>	<u>Expense</u>	<u>Estimated Revenues, Excise Tax (E) &amp; Reserve (R)</u>	<u>General Fund Balance ("surplus")</u>	<u>Proposed Net Tax Assessment</u>
General Government Services	\$5,079,072	\$365,400		\$4,713,672
Public Safety	4,759,228	1,222,000 2,362,000 (E)		1,175,228
Public Services	2,516,957	140,000		2,376,957
Recreation & Rec Facilities	787,796	501,250		286,546
Debt Service (principal & int)	1,133,196		414,606	718,590
Library	599,472	4,000 (R)		595,472
Subtotal	<u>\$14,875,721</u>	<u>\$4,594,650</u>	<u>\$414,606</u>	<u>\$9,866,465</u>
Tax Increment Financing (TIF)				
Districts - Route 1, Alfred Rd, & Lower Village	1,370,654	1,370,654		0
<b>TOTAL - Referendum Question A</b>	<b><u>\$16,246,375</u></b>	<b><u>\$5,965,304</u></b>	<b><u>\$414,606</u></b>	<b><u>\$9,866,465</u></b>

**TOWN OF KENNEBUNK  
REFERENDUM QUESTION A  
PROPOSED OPERATING BUDGET**

<b>Categories</b>	<b>Approved FY19-20 Budget</b>	<b>FY20-21 Budget Proposed</b>
Select Board	\$30,013	\$36,847
Town Clerk & Ballot Clerks	152,976	155,189
Town Manager (includes Human Resources)	304,285	314,920
Assessing	214,732	221,147
General Government & Finance	687,712	725,208
Community Development (Planning & Code Enforcement)	392,714	388,389
General Assistance	40,035	40,719
Town Hall	149,196	143,196
Computer/Information Systems	281,254	284,774
Employee Benefits	2,511,930	2,683,847
Boards, Committees & Commissions	48,377	43,236
Agencies	41,600	41,600
<b>General Government Services</b>	<b>\$4,854,824</b>	<b>\$5,079,072</b>
Police	\$2,250,321	\$2,315,507
Harbormaster	18,785	19,986
Fire & EMS	1,893,152	1,997,502
Lifeguards	79,829	84,826
Civil Emergency Preparedness	7,875	7,900
Communications	324,331	333,507
<b>Public Safety</b>	<b>\$4,574,293</b>	<b>\$4,759,228</b>
Public Works - Highway & Parks	\$1,608,238	\$1,680,117
Recycling	313,700	316,560
Haz Waste Day	9,000	12,000
Hydrants & Street Lights	482,325	508,280
<b>Public Services</b>	<b>\$2,413,263</b>	<b>\$2,516,957</b>
<b>Recreation &amp; Recreation Facilities</b>	<b>\$982,544</b>	<b>\$787,796</b>
<b>Capital Plan &amp; Debt Service</b>	<b>\$1,131,367</b>	<b>\$1,133,196</b>
<b>Kennebunk Free Library</b>	<b>\$587,718</b>	<b>\$599,472</b>
<b>Total Gross Municipal Budget (excluding Tax Increment Financing District Budget)</b>	<b>\$14,544,009</b>	<b>\$14,875,721</b>
Estimated Revenues (including reserves & surplus)	(\$5,163,700)	(\$5,009,256)
<b>Total Net Municipal Budget (excluding Tax Increment Financing District Budget) (Referendum Question A)</b>	<b>\$9,380,309</b>	<b>\$9,866,465</b>
<b>Total Gross Tax Increment Financing (TIF) District Budget (Special Revenue Funds)</b>	<b>\$1,148,932</b>	<b>\$1,370,654</b>
<b>Total Estimated TIF Revenues (Special Revenue Funds)</b>	<b>(\$1,148,932)</b>	<b>(\$1,370,654)</b>
<b>Total Net TIF Budget (Special Revenue Funds)</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Net Combined Budgets</b>	<b>\$9,380,309</b>	<b>\$9,866,465</b>



**TOWN OF KENNEBUNK**  
**REFERENDUM QUESTION B**  
**USE OF UNASSIGNED GENERAL FUND BALANCE: \$775,900**

Type	Division/ Department	Description	FY20-21 Amount
Equipment	Police	Four (4) Rifles (replacements)	\$6,200
Equipment	Police	Four (4) Tasers & Equipment (new)	\$10,000
Vehicle	Police	Two (2) Speed Signs (new)	\$10,000
Software	Police	Virtual Neighborhood Watch - Local CCTV database	\$4,000
Equipment	Fire	Ten (10) SCBA Bottles (replacements)	\$10,000
Facilities	Fire	Central Station - Kitchen update/remodel	\$15,000
Special Project	EMS	CMS Consultant - CMS Reporting Data Modeling	\$15,000
Vehicle	Public Services	One-ton Dump/Plow Truck (2009 Truck 7 replacement)	\$70,000
Facilities	Public Services	Fencing (Holland Rd, LV Plygrnd, Parsons Field & Plygrnd)	\$25,000
Equipment	Public Services	Various Tools and Equipment (new & replacements)	\$10,000
Equipment	Public Services	Backhoe Ditching Bucket (replacement)	\$5,000
Facilities	Public Services	Dog Park resurfacing project	\$5,000
Infrastructure	Public Services	Road & Drainage Materials - Misc Projects	\$50,000
Infrastructure	Public Services	Rubber Tire Excavator (3 month rental)	\$28,000
Infrastructure	Public Services	Guardrails (replacements)	\$30,000
Infrastructure	Public Services	Brown St Parking (near Western Ave intersection)	\$35,000
Infrastructure	Public Services	Tree Projects	\$40,000
Infrastructure	Public Services	Signage - Street & Traffic Signs	\$30,000
Facilities	Recreation	Dorothy Stevens Center - Windows, Roof & Insulation	\$43,000
Facilities	Recreation	Playgrounds - Repairs & Improvements	\$7,500
Projects	Planning	Town Projects / Surveys	\$5,000
Software	Assessing & PS	GIS Programming (additional mapping)	\$7,000
Vehicle	Assessing	Vehicle	\$33,000
Furniture/Fixtures	General Gov't	Desks (\$5k) & Rooms 305 & 306 Furniture (\$15k)	\$15,000
Equipment	Info Tech	Four (4) Network Switches & Firewall (replacements)	\$15,000
Software	Info Tech	Back-up System - Unitrends (upgrade/renewal)	\$32,000
Equipment	Info Tech	Desktop/Laptop Replacements - all divisions (22 machines)	\$22,000
Software	Info Tech	Cyber Security Employee Training (3 yr program)	\$7,000
Software	Info Tech	Windows Upgrade - version 7 to version 10 (45 machines)	\$4,500
Infrastructure	Facilities	Town Hall Rooms 300 & 301 Room Divider (replacement)	\$30,000
Infrastructure	Facilities	Facilities Study	\$45,000
Infrastructure	Facilities	Town Hall Auditorium Audio / Visual System	\$10,000
Infrastructure	Facilities	TH Auditorium / FD Central Stn Heat Control Upgrade	\$9,300
Infrastructure	Facilities	Town Hall Copper Gutters - Slate Roof	\$15,000
Infrastructure	Facilities	Police Station Security Cameras	\$20,000
Unclassified	Other	Kennebunk Free Library - Capital Needs Request	\$57,400
			<b>\$775,900</b>

**TOWN OF KENNEBUNK  
GENERAL OBLIGATION BOND BORROWING**

Type	Division/ Department	Description	FY20-21 Amount
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**Debt to be Paid through Operating Budget**

**Referendum Question C**

Vehicle	Fire	Ambulance (2011 "Rescue 2" replacement)	\$330,000
Equipment	Public Services	Pavement Roller (2001 replacement) & Trailer (unkwn yr-replacement)	\$45,000
Facilities	Fire	Factory Pasture Ln (road & sidewalk)	\$150,000
Infrastructure/Roads	Public Services	Cat Mousam Rd	\$50,000
Facilities	Town Hall	Town Hall LED Lighting Conversion (Energy Effcnecy Comm)	\$60,000
Infrastructure/Roads	Public Services	Town-wide LED Street Light Conversion (Energy Effcnecy Comm)	\$400,000
Vehicle	Police	Two (2) Cruisers & Equipment (2013 and 2015 replacements)	\$102,100
Infrastructure	Public Safety	Traffic Light/Signal Preemption Control System (Rt 1)	\$175,000
			<b><u>\$1,312,100</u></b>

**Referendum Question D**

Infrastructure/Roads	Public Services	Sea Road Sidewalk - Summer St to Sea Rd School	\$300,000
Infrastructure/Roads	Public Services	Sea Road Sidewalk - Sea Rd School to Riverbend Dr.	\$126,000
			<b><u>\$426,000</u></b>

**Debt to be Paid through Tax Increment Financing (TIF) Distict Revenues**

**Referendum Question E**

**Route 1 Tax Increment Financing District**

Infrastructure	Public Services	Water St (sidewalk)	\$75,000
Infrastructure	Public Services	Garden St & Storer St Intersection, with no sidewalk improve	\$80,000

**West Kennebunk Utility Corridor Tax Increment Financing District**

Vehicle	Fire	Fire Truck (1992 "Engine 2" replacement)	\$600,000
Vehicle	Public Services	Front Loader (2001 "Vehicle 33" replacement)	\$220,000

**Lower Village Tax Increment Financing District**

Infrastructure	Public Services	Lower Village Master Plan (Coopers Corner w/ MDOT MPI Grant)	\$500,000
			<b><u>\$1,475,000</u></b>

**WARRANT  
for the  
ANNUAL TOWN MEETING  
JULY 14, 2020**

**Please note:  
The April 7, 2020 Special Town Meeting  
and June 9, 2020 Annual Town Meeting  
were rescheduled to July 14, 2020  
in accordance with meeting restrictions imposed  
due to the COVID-19 pandemic.**

**WARRANT FOR THE  
SPECIAL TOWN MEETING  
REFERENDUM BALLOT**

**JULY 14, 2020  
(rescheduled from April 7, 2020 and June 9, 2020)**

To Linda Johnson, a resident of the Town of Kennebunk, you are hereby required to notify and warn the inhabitants of the Town of Kennebunk, County of York and State of Maine, qualified by law to vote in Town affairs, to assemble in the Edward C. Winston Auditorium in said Town on Tuesday, April 7, 2020 A.D., at six (6:00) o'clock in the morning then and there to act on the following articles:

**Article 1:** To choose by written ballot a Moderator to preside at said meeting.

**Article 2: Referendum Question A:** Shall an ordinance entitled "2020 Amendments to the Town's Zoning Ordinance to Adopt Changes to Article 2, Section 2, Article 8, Section 14(B)(5) and Article 10, Section 24, Amendments to Allow Adult Use Marijuana Testing Facilities in the Business Park District and to Change the Term 'Retail Marijuana' to 'Adult-Use Marijuana' to be Consistent with Title 28-B of the Maine Revised Statutes" be enacted?

Select Board recommends acceptance of this article by a vote of 7 in favor and 0 against.

Planning Board recommends acceptance of this article by a vote of 5 in favor and 0 against.

Copies of the proposed ordinance are available on the Town's website and at the Town Clerk's Office.

**WARRANT FOR THE  
ANNUAL TOWN MEETING**

**JULY 14, 2020  
(rescheduled from June 9, 2020)**

To Linda Johnson, a resident of the Town of Kennebunk in the County of York and State of Maine:

**GREETINGS:**

In the name of the State of Maine, you are hereby required to notify and warn the Inhabitants of the said Town of Kennebunk, qualified by law to vote in Town affairs, to assemble in the Edward C. Winston Town Hall Auditorium of said Town on Tuesday, the 14<sup>th</sup> day of July, A.D. 2020 at six (6:00) o'clock in the forenoon, then and there to act on the articles listed below.

The polls will open as soon as Article 1 has been acted upon and will remain open to vote on Articles 2 through 10 until eight (8:00) o'clock in the evening.

**Article 1:** To choose a Moderator to preside at said meeting.

**Article 2:** To choose, by ballot, the following Town Officials, namely, two Select Board members, for three years; two RSU #21 Board of Directors, for three years; one Kennebunk Light & Power District Trustee, for five years; one Kennebunk Light & Power District Trustee, for three years; one Kennebunk Sewer District Trustee, for three years; and one Kennebunk, Kennebunkport, and Wells Water District Trustee, for 3 years.

**Article 3: Referendum Question A:** To see if the Town will vote to appropriate \$16,246,375, with some but not all of that to be raised by taxation as detailed more fully below, for General Government Services (Select Board, Town Clerk's Office, Assessor's Office, Town Manager's Office, General Government, Finance and Administration, Community Development Office, Town Hall Maintenance, Computer Department, General Assistance, Employee Benefits, Kennebunk Free Library, Boards and Commissions, and Agencies), Public Safety (Police/Communications, Harbormaster, Fire & EMS, Lifeguards, and Civil Emergency Preparedness), Public Services (Highway, Recycling, Hazardous Waste Day, Hydrants and Street Lights, and Parks), Recreation and Recreation Facilities, Debt Service (principal and interest on notes, bonds, and lease/purchase payments), Tax Increment Financing (TIF) Districts (operating expenses, salaries, wages, reimbursements, credit enhancement reimbursements, projects and assets, and debt service), with \$4,590,650 to be funded from estimated revenues, \$414,606 from unassigned General Fund Balance ("surplus"), \$4,000 from restricted trust fund balance, \$1,370,654 from TIF Districts' revenues and \$9,866,465 to be raised by property tax levy.

(Information regarding the proposed operational budget as listed above is on file and may be reviewed in the Town Clerk's Office, on the Town's website at [www.kennebunkmaine.us](http://www.kennebunkmaine.us), or at the polling place prior to voting.)

The Select Board and Budget Board approvals by a majority vote are summarized as follows:

	Amount	Select Board (SB) and Budget Board (BB) Approvals by Majority Vote
(1) Total Gross Operating Expenses - General Fund	\$13,742,525	\$13,742,525 Approved by BB April 18, 2020 \$13,718,664 Approved by SB April 14, 2020 Greater amount sent to Town Meeting as required by section 5.04 of the Town's Charter.
(2) Capital Projects Debt Service - Capital & Debt Service Fund	1,133,196	Approved by BB and SB February 6, 2020
(3) Total Gross Operating Expense - Tax Increment Financing (TIF) District Funds	464,240	\$464,240 Approved by SB February 8, 2020 \$414,240 Approved by BB February 8, 2020 Greater amount sent to Town Meeting as required by section 5.04 of the Town's Charter.
(4) Capital Projects & Debt Service - Tax Increment Financing District Funds	906,414	\$165,000 Approved by BB and SB February 8, 2020 \$741,414 Approved by BB and SB February 8, 2020 \$906,414 Total approved
(5) Total Gross Operating, Debt Service & TIF Expenditures	16,246,375	
(6) Less Gross Revenues and Inter-fund Transfers	(4,594,650)	As presented by Town Staff on April 18, 2020
(7) Less Gross Revenue - TIF Funds	(1,370,654)	As presented by Town Staff on February 8, 2020
(8) Net Operating Budget	10,281,071	
(9) Less Applied General Fund Balance (Surplus) to Debt Service	(414,606)	\$100,000 Approved by BB and SB February 6, 2020 \$290,745 Approved by BB and SB April 18, 2020 \$ 23,861 Approved by BB April 18, 2020 \$414,606 Total approved by BB Greater amount sent to Town Meeting as required by section 5.04 of the Town's Charter.
(10) Net Budget (paid by property tax)	\$9,866,465	

**YES**  
**NO**

**Article 4: Referendum Question B:** To see if the Town will vote to appropriate and transfer from the unassigned General Fund Balance ("surplus") the sum of \$775,900 for the following:

1. purchase, rental and/or repair of Town Hall, Police, Fire and Public Services vehicles, equipment, tools, furniture and fixtures;
2. road paving, gravel, guardrail, signage, tree, parking lot, culvert and basin projects;
3. repair, replacement and/or improvements to Town Hall roof and heating control system, Central Station kitchen repair and remodel, Police Station security, Stevens Center roof, windows and insulation, playgrounds and fields fencing;
4. computer software, hardware and training for all divisions and departments;
5. Town land and facilities study, projects and surveys, CMS reporting consultant, GIS programming, and local area CCTV security database development;
6. funding for Kennebunk Free Library facilities and parking area improvements and repairs;
7. funding for Select Board operational contingencies if needed.

(A detailed listing of the proposed capital projects, equipment, and transfers to capital assets and projects, is on file and may be reviewed in the Town Clerk's Office, on the Town's website at [www.kennebunkmaine.us](http://www.kennebunkmaine.us), or at the polling place prior to voting.)

Select Board recommends acceptance of this article by a vote of 7 in favor, 0 opposed.

Budget Board recommends acceptance of this article by a vote of 6 in favor, 0 opposed, 1 absent.

YES  
NO

**Financial Statement for Articles 5, 6, and 7; Referendum Questions C, D, and E:** The issuance of bonds by the Town of Kennebunk is one of the ways in which the Town borrows money for certain purposes. The following is a summary of the bonded indebtedness of the Town of Kennebunk as of July 14, 2020.

Bonds Now Outstanding and Unpaid	\$ 10,330,000
Interest to be Repaid on Outstanding Bonds	<u>\$ 1,452,466</u>
Total to be Repaid on Bonds Outstanding	<u>\$ 11,782,466</u>

Bonds Authorized at the June 2017, June 2018 and June 2019 Annual Town Meetings but not yet issued	\$ 6,454,900
Estimated Interest on Bonds Authorized at the June 2017, June 2018 and June 2019 Annual Town Meetings but not yet issued	<u>\$ 1,419,311</u>
Total bonds authorized but not yet issued and estimated interest	<u>\$ 7,874,211</u>

Additional Bonds (Principal Amount) to be Issued if Approved by Voters:

**Article C,** For road paving, sidewalks and drainage repair or replacement to Factory Pasture Lane and Cat Mousam Road and related improvements, and other public streets in the Town if funds permit; the acquisition and equipping of an ambulance, two (2) Police vehicles, and a pavement roller and trailer; the acquisition and installation of traffic light/signal preemption control system; the purchase, acquisition and installation of LED lighting at Town Hall and Fire Department Central Station; and the purchase, acquisition and installation of approximately 800 LED street lights throughout the Town

\$ 1,312,100

**Article D,** For a sidewalk on Sea Road from Summer Street to Sea Road School, and from Sea Road School to Riverbend Drive and related improvements, and other public sidewalks in the Town if funds permit,

\$ 426,000

**Article E,** For road paving, sidewalks and drainage repair or replacement to Water Street and the intersection of Garden Street and Storer Street and related improvements; the acquisition and equipping of a fire engine and a front loader; road paving, sidewalks and drainage repair or replacement in the Lower Village area, from the intersection of Port Road and Western Avenue, and along Western Avenue toward Boothby Road, and related improvements

\$ 1,475,000

Estimate of Potential New Interest on Such Additional Bonds:


**Article C.** For road paving, sidewalks and drainage repair or replacement to Factory Pasture Lane and Cat Mousam Road and related improvements, and other public streets in the Town if funds permit; the acquisition and equipping of an ambulance, two (2) Police vehicles, and a pavement roller and trailer; the acquisition and installation of traffic light/signal preemption control system; the purchase, acquisition and installation of LED lighting at Town Hall and Fire Department Central Station; and the purchase, acquisition and installation of approximately 800 LED street lights throughout the Town \$ 212,293

**Article D.** For a sidewalk on Sea Road from Summer Street to Sea Road School, and from Sea Road School to Riverbend Drive and related improvements, and other public sidewalks in the Town if funds permit \$ 104,642

**Article E.** For road paving, sidewalks and drainage repair or replacement to Water Street and the intersection of Garden Street and Storer Street and related improvements; the acquisition and equipping of a fire engine and a front loader; road paving, sidewalks and drainage repair or replacement in the Lower Village area, from the intersection of Port Road and Western Avenue, and along Western Avenue toward Boothby Road, and related improvements \$ 284,033

Total Additional Bond Principal and Estimated Interest to be Issued if Approved by Voters: \$ 3,814,068

When money is borrowed by issuing bonds, the Town must repay not only the principal amount of the bonds but also interest on the bonds. The amount of interest to be paid will vary depending upon the rate of interest and the years to maturity at the time of issue. The validity of the bonds and of the voters' ratification of the bonds may not be affected by any errors in the estimates made of the costs involved, including varying interest rates, the estimated cost of interest on the bond amount to be issued and the total cost of principal and interest to be paid at maturity.

/s/   
Joel E. Downs,  
Treasurer, Town of Kennebunk

**Article 5: Referendum Question C:** To see if the Town will vote to approve a general obligation bond borrowing and notes in anticipation of such bonds of up to \$1,312,100, for the purpose of financing costs for:

road paving, sidewalks and drainage repair or replacement to Factory Pasture Lane and Cat Mousam Road and related improvements, and other public streets in the Town if funds permit,

the acquisition and equipping of an ambulance, two (2) Police vehicles, and a pavement roller and trailer,



the acquisition and installation of traffic light/signal preemption control system,

the purchase, acquisition and installation of LED lighting at Town Hall and Fire Department Central Station,

and the purchase, acquisition and installation of approximately 800 LED street lights throughout the Town,

hereby authorized, with the bonds and notes to be issued with or without call provisions and with such dates, maturities, denominations, interest rate(s), redemption provisions and other details (including provisions that the bonds may be subject to call for redemption with or without premium) as the Municipal Officers shall determine (total estimated debt service of \$1,524,393 of which principal is \$1,312,100 and estimated interest at 3.00% over 15 years is \$212,293) and to accept any monetary or in-kind donations and grants for these assets or projects.

*Note: The bonds to be issued, if approved by the voters, may have a first-year bond payment (principal and interest) estimated to be \$251,755, starting in fiscal year 2021-22, depending when the bonds are issued. The average annual bond payment (principal and interest) over the 15-year term is estimated to be \$95,275 per year, with larger payments averaging \$197,776 per year during the first five years.*

(Information regarding the proposed projects, ambulance and pavement roller and trailer is on file and may be reviewed in the Town Clerk's Office, on the Town's website at [www.kennebunkmaine.us](http://www.kennebunkmaine.us), or at the polling place prior to voting.)

Select Board recommends acceptance of this article by a vote of 7 in favor, 0 opposed.

Budget Board recommends acceptance of this article by a vote of 7 in favor, 0 opposed, except for the traffic light/signal preemption control system and the two (2) Police vehicles where the Budget Board recommends acceptance of this article by a vote of 6 in favor, 0 opposed, 1 absent.

**YES**

**NO**

**Article 6: Referendum Question D:** To see if the Town will vote to approve a general obligation bond borrowing and notes in anticipation of such bonds of up to \$426,000, for the purpose of financing costs for:

a sidewalk on Sea Road from Summer Street to Sea Road School, and from Sea Road School to Riverbend Drive and related improvements, and other public sidewalks in the Town if funds permit,

hereby authorized, with the bonds and notes to be issued with or without call provisions and with such dates, maturities, denominations, interest rate(s), redemption provisions and other details (including provisions that the bonds may be subject to call for redemption with or without premium) as the Municipal Officers shall determine (total estimated debt service of \$530,642 of which principal is \$426,000 and estimated interest at 3.00% over 15 years is \$104,642) and to accept any monetary or in-kind donations and grants for these assets or projects.

*Note: The bonds to be issued, if approved by the voters, may have a first-year bond payment (principal and interest) estimated to be \$50,947, starting in fiscal year 2021-22, depending when the bonds are issued. The average annual bond payment (principal and interest) over the 15-year term is estimated to be \$33,165 per year, with larger payments averaging \$39,605 per year during the first five years.*

(Information regarding the proposed sidewalk projects is on file and may be reviewed in the Town Clerk's Office, on the Town's website at [www.kennebunkmaine.us](http://www.kennebunkmaine.us), or at the polling place prior to voting.)

Select Board recommends acceptance of this article by a vote of 4 in favor, 3 opposed.

Budget Board does not recommend acceptance of this article by a vote of 2 in favor, 5 opposed.

**YES**  
**NO**

**Article 7: Referendum Question E:** To see if the Town will vote to approve a general obligation bond borrowing and notes in anticipation of such bonds of up to \$1,475,000, for the purpose of financing costs for:

road paving, sidewalks and drainage repair or replacement to Water Street and the intersection of Garden Street and Storer Street and related improvements,

the acquisition and equipping of a fire engine and a front loader ,

road paving, sidewalks and drainage repair or replacement in the Lower Village area, from the intersection of Port Road and Western Avenue, and along Western Avenue toward Boothby Road, and related improvements,

hereby authorized, with the bonds and notes to be issued with or without call provisions and with such dates, maturities, denominations, interest rate(s), redemption provisions and other details (including provisions that the bonds may be subject to call for redemption with or without premium) as the Municipal Officers shall determine (total estimated debt service of \$1,759,033 of which principal is \$1,475,000 and estimated interest at 3.00% over 15 years is \$284,033) and to accept any monetary or in-kind donations and grants for these assets or projects.

*Note: The bonds to be issued, if approved by the voters, may have a first-year bond payment (principal and interest) estimated to be \$213,428, starting in fiscal year 2021-22, depending when the bonds are issued. The average annual bond payment (principal and interest) over the 15-year term is estimated to be \$115,052 per year, with larger payments averaging \$171,703 per year during the first five years.*

*Revenue from the Route 1 Tax Increment Financing (TIF) District may be used to pay debt service on the borrowing authorized for the Water Street and Garden Street projects listed above.*

*Revenue from the West Kennebunk (Utility Corridor) Tax Increment Financing (TIF) District may be used to pay debt service on the borrowing authorized for the fire engine and front loader listed above.*

*Revenue from the Route Lower Village Tax Increment Financing (TIF) District may be used to pay debt service on the borrowing authorized for the Lower Village project listed above. The estimated total cost for the Lower Village project is \$1,000,000; the Maine Department of Transportation may approve a Municipal Partnership Initiative grant for \$500,000; the Town's portion may be \$500,000.*

(Information regarding the proposed projects is on file and may be reviewed in the Town Clerk's Office, on the Town's website at [www.kennebunkmaine.us](http://www.kennebunkmaine.us), or at the polling place prior to voting.)

Select Board recommends acceptance of this article by a vote of 7 in favor, 0 opposed.

Budget Board recommends acceptance of this article by a vote of 7 in favor, 0 opposed.

**YES**  
**NO**

**Article 8: Referendum Question F:** To see if the Town will vote to increase the FY2020-2021 property tax levy limit of \$9,729,220 established by State law by an additional \$1,135,805.

*(Note: This increase is due to future debt service payments associated with bonds authorized at the June 12, 2018 and June 11, 2019 Annual Town Meetings, as well as the bonds to be authorized through approval of the above referendum questions C, D and E.)*

Select Board recommends acceptance of this article by a vote of 6 in favor, 0 opposed, 1 absent.

**YES**  
**NO**

**Article 9: Referendum Question G:** To see if the Town will vote to authorize the issuance of notes in anticipation of tax collections (TANs) in an amount up to \$5,000,000, and payments of the associated debt service, for the purpose of funding possible tax collection short-falls, with such dates, maturities, denominations, interest rate(s), redemption provisions and other details as the Municipal Officers shall determine.

Select Board recommends acceptance of this article by a vote of 6 in favor, 0 opposed, 1 absent.

**YES**  
**NO**

**Article 10: Referendum Question H:** To see if the Town will vote to authorize the Select Board to sell any and/or all portions of the properties received in the purchase of the properties commonly known as 15 Portland Road as authorized at the Town Meeting of November 5, 2019, subject to such terms and conditions as the Select Board deems in the Town's best interests.

Select Board recommends acceptance of this article by a vote of 7 in favor, 0 opposed.

**YES**  
**NO**

## COMMITTEE MEETING SCHEDULES

**Affordable Housing Committee:** Meets as needed.

**Bicentennial Committee:** Meets 2<sup>nd</sup> Wednesday at 3:30 p.m.

**Board of Assessment Review:** Meets as needed.

**Budget Board:** Meets as needed.

**Committee on Aging:** Meets 2<sup>nd</sup> Thursday at 4:00 p.m.

**Community Garden Committee:** Meets 4<sup>th</sup> Wednesday at 5:30 p.m. (more often during harvest season)

**Conservation Commission:** Meets 1<sup>st</sup> and 3<sup>rd</sup> Monday at 6:30 p.m.

**Dog Advisory Committee:** Meets 2<sup>nd</sup> Wednesday at 6:30 p.m.

**Economic Development Committee:** Meets 1<sup>st</sup> Thursday at 4:30 p.m.

**Energy Efficiency Advisory Committee:** Meets 2<sup>nd</sup> and 4<sup>th</sup> Wednesday at 6:30 p.m.

**Historic Preservation Commission:** Meets 2<sup>nd</sup> and 4<sup>th</sup> Monday at 6:30 p.m. as needed.

**Kennebunk River Committee:** Meets 3<sup>rd</sup> Tuesday at 7:00 p.m.

**Lower Village Committee:** Meets 1<sup>st</sup> Monday at 9:00 a.m. at the Washington Hose Fire Station in Lower Village

**Parks & Recreation Committee:** Meets as needed.

**Planning Board:** Meets 2<sup>nd</sup> and 4<sup>th</sup> Monday at 7:00 p.m. \*

**Select Board:** Meets 2<sup>nd</sup> and 4<sup>th</sup> Tuesday at 6:30 p.m. \*

**Site Plan Review Board:** Meets 3<sup>rd</sup> Thursday at 7:00 p.m. as needed \*

**Treasure Chest Monitoring Committee:** Meets as needed.

**Tree Committee:** Meets 1<sup>st</sup> Thursday at 5:00 p.m. as needed.

**West Kennebunk Village Committee:** Meets 2<sup>nd</sup> Thursday at 6:00 p.m., Stevens Community Ctr., W. K'bunk

**Zoning Board of Appeals:** Meets 3<sup>rd</sup> Monday at 6:30 p.m. as needed. \*

The above meetings are held on the third floor of the Town Hall unless otherwise noted.

\* Televised meetings are broadcast live on Cable TV channel 1302 and streamed live (and archived for viewing anytime) at [www.townhallstreams.com](http://www.townhallstreams.com).

Agendas for committee meetings are posted on the Town's website at: [www.kennebunkmaine.us/calendars](http://www.kennebunkmaine.us/calendars). Sign up at [www.kennebunkmaine.us/notifyme](http://www.kennebunkmaine.us/notifyme) to be notified when agendas and other news items are posted!

All meetings are open to the public. Your attendance is welcomed. Volunteers are often needed for Committees. Please view our website at [www.kennebunkmaine.us/committees](http://www.kennebunkmaine.us/committees) for committee information and how to join.

\* \* \* \* \*

**Kennebunk Free Library:** Typically meets last Tuesday, except for July and December, at 7:00 p.m. in Hanks Room at the Library at 112 Main Street. Visit them at: [www.kennebunklibrary.org](http://www.kennebunklibrary.org).

**Kennebunk, Kennebunkport and Wells Water District:** Typically meets last Wednesday at 2:00 p.m. at the District Office at 92 Main Street unless otherwise noted. View meeting information at: [www.kkw.org](http://www.kkw.org).

**Kennebunk Light & Power District:** Meets last Tuesday at 5:00 p.m. at the District Office at 4 Factory Pasture Lane unless otherwise noted. View meeting information at: [www.klpd.org](http://www.klpd.org).

**Kennebunk Sewer District:** Meets 1<sup>st</sup> Tuesday at 7:00 p.m. at the District Office at 44 Water Street. View meeting information at: [www.ksdistrict.org](http://www.ksdistrict.org).

**RSU 21 Board of Directors:** Typically meets 1<sup>st</sup> and 3<sup>rd</sup> Monday at 6:00 p.m. at Kennebunk Elementary School, Room A102, at 177 Alewife Road - Live stream of the meetings at [www.RSU21.net](http://www.RSU21.net).

# MUNICIPAL DIRECTORY

## **EMERGENCY**

Ambulance .....	9-1-1 Emergency TTY/Voice
Fire .....	9-1-1 Emergency TTY/Voice
Police .....	9-1-1 Emergency TTY/Voice
Non-Emergency Fire & Rescue Administration.....	985-6121, press 2
Non-Emergency Police Administration .....	Voice: 985-6121 (press 1) TTY: 985-3034

## **INFORMATION**

Animal Control Officer .....	985-2102, ext.1611
Animal Shelter .....	985-3244
Dog Licenses - Town Clerk .....	985-2102, ext.1602
Assessor's Office (Tax Assessment) .....	985-2102, ext.1605
Automobile Registrations (Excise Taxes) .....	985-2102, ext.1606
Registry of Motor Vehicles .....	985-4890
Chamber of Commerce .....	967-0857
Code Enforcement Officer (Building, Plumbing, Electrical Permits) .....	604-1303
Community Development Director .....	604-1303
Economic Development .....	604-1349
Finance Director .....	604-1327
General Assistance (Social Services) .....	604-1342
Harbormaster .....	604-1346
Human Resources Department .....	604-1381
Library (Kennebunk Free Library) .....	985-2173
Parks & Recreation Department .....	604-1335
Public Services Department (Public Works - Sea Road).....	985-4811
School (Superintendent) .....	985-1100
Trash & Recycling Containers/General Questions (Public Services).....	985-4811
Trash & Recycling Curbside Collection Issue (Casella Waste) .....	985-6778, press 1
Transfer Station – Sea Road (CPRC Group) .....	985-6778, press 2
Tax Collector.....	985-2102, ext.1606
Town Clerk.....	985-2102, ext.1602
Town Engineer .....	604-1303
Town Manager .....	604-1308
Town Planner .....	604-1303
Vital Statistics (Birth, Death, Marriage).....	985-2102, ext.1602
Voter Registration .....	985-2102, ext.1602

## **PUBLIC UTILITIES**

Central Maine Power Company - Customer Service.....	1-800-750-4000
Outage/Emergency .....	1-800-696-1000
Kennebunk, Kennebunkport, Wells Water District (92 Main Street).....	985-3385
Emergency .....	985-2362
Kennebunk Light & Power District (4 Factory Pasture Lane) .....	985-3311
Outage/Emergency .....	985-1142
Kennebunk Sewer District (71 Water Street) .....	985-4741
Emergency (after hours) .....	590-0246
Spectrum Cable TV .....	1-855-707-7328

## **TRASH & RECYCLING CURBSIDE COLLECTION** (weekly collection: Monday-Thursday)

**Holidays:** If the collection day falls on New Year's Day, Independence Day, Thanksgiving Day or Christmas Day, collection will move to Friday that week. All other holidays are collected as usual.

**Collection Routes:** Contact Public Services or view online at: [www.kennebunkmaine.us/trash](http://www.kennebunkmaine.us/trash)

## **BUSINESS HOURS**

Municipal Building	Monday-Friday	8:00 a.m. – 4:30 p.m.
Transfer Station/Recycling Facility	Tuesday-Saturday	8:00 a.m. – 3:00 p.m.